

BOARD OF SUPERVISORS

Brown County



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PLAN, DEV. & TRANS. COMMITTEE
Bernie Erickson, Chair; Dave Kaster, Vice Chair
Norbert Dantine, Steve Deslauriers, Alex Tran

PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE

**Monday, January 28, 2019
Approx. 6:15 PM (Or to follow Land Con)
Room 200, Northern Building
305 E. Walnut Street**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON
ANY ITEMS LISTED ON THE AGENDA**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of November 26, 2018.

Comments from the Public

Consent Agenda

1. Harbor Commission Minutes of November 12, 2018.
2. Planning Commission Board of Directors Minutes of November 7, 2018.
3. Solid Waste Board Minutes of September 17 & November 26, 2018.
4. Airport Budget Status Financial report for November 2018 – Unaudited.
5. Planning Commission Budget Status Financial Report for November 2018 – Unaudited.
6. Property Listing - Budget Status Financial Report for November 2018 – Unaudited.
7. Zoning - Budget Status Financial Report for November 2018 – Unaudited.
8. Register of Deeds Budget Status Financial Report for November 2018 - Unaudited.

Communications

9. Communication from Supervisor Schadewald re: This is my request for the Facilities Director to attend February Public Safety Committee meeting to report on the following: Courthouse Security update, copper roof update and maintenance at Courthouse. *Referred from December, 2018 County Board.*
10. Communication from Supervisor Deslauriers re: In order to prevent future Landfill Siting Agreement violations by Brown County, that Port and Resource Recovery Director Dean Haen work with Corporation Counsel to review past violations and create a written policy governing any "correspondence, reports and data relating to the Landfill filed with [or received from] the Wisconsin DNR and other governmental agencies by the County and its retained environmental consultants". This policy will insure all of these communications are shared with the Town of Holland Local Monitoring Committee "at the same time such documents are filed" or "within 10 days of receipt" in accordance with the contract between Brown County and the Town of Holland (quoted text taken directly from the Landfill Siting Agreement of 1998). *Motion at January Executive Committee: To refer to Planning Development & Transportation Committee and Resource Recovery Director Dean Haen.*
11. Communication from Supervisor Deslauriers re: That the Brown County Board request that Port and Resource Recovery Director Dean Haen follow the recommended communication guidelines specified by Brown County Corporation Counsel (in his November 27, 2018 email to Supervisors

Schadewald and Deslauriers) "to notify the WI DNR within 60 days whenever we have a sample that attains or exceeds a groundwater standard, and especially to follow any and all WI DNR recommendation re this issue". This to best protect the health of Brown County families. Director Haen's stated communication plan for future well contamination events (at 3 separate PD&T meetings) will not follow this Corporation Counsel guidance. *Motion at January Executive Committee: To refer to Planning, Development and Transportation Committee.*

Extension Brown County

12. Resolution re: Table of Organization Change UW Extension LTE Life Skills Educator.
13. Director's Report.

Port & Resource Recovery

14. Budget Adjustment Request (18-134): Any increase in expenses with an offsetting increase in revenue.
15. South Landfill Timeline and BOW Landfill Capacity Survey – Update.
16. Director's Report – Update.

Airport

17. 12-Hour Shift Report.
18. Departmental Openings Summary.
19. Director's Report.
 - a. 2018 Passenger Traffic Summary.
 - b. New Air Service Announcement.
 - c. Introduce Rachel Engeler, Assistant Airport Director.

Public Works

20. Budget Adjustment Request (18-142): Reallocation of more than 10% of the funds originally appropriated between any of the levels of appropriation.
21. Intersection Reports – CTH U & CTH EE and CTH G & CTH Z.
22. 2018 Public Works Annual Report.
23. Summary of Operations Report.
24. Director's Report.

Planning and Land Services

Planning Commission

25. Brown County STEM Innovation Center Construction Update.
26. All Hazard Mitigation Plan Update.
27. Federal BUILD Grant Award for the State Highway 29/County Highway VV Interchange Project

Land Information

28. Approval of the Brown County Land Information Plan 2019 – 2021.

Zoning – No items.

Property Listing – No items.

Other

29. Acknowledging the bills.
30. Such other matters as authorized by law.
31. Adjourn.

Bernie Erickson, Chair

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

**PROCEEDINGS OF THE BROWN COUNTY
PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the Brown County Planning, Development & Transportation Committee was held on Monday, November 26, 2018 in Room 200, 305 E. Walnut St., Green Bay, WI

Present: Chair Erickson, Supervisor Kaster, Supervisor Dantine, Supervisor Deslauriers, Supervisor Tran
Also Present: Supervisor Borchardt; UW-Extension Director Judy Knudsen, Port & Solid Waste Director Dean Haen, Public Works Director Paul Fontecchio, Public Works Engineering Manager Nick Uitenbroek, Airport Director Marty Piette, Planning Director Chuck Lamine, Director of Administration Chad Weininger and other interested parties.

I. Call Meeting to Order.

The meeting was called to order by Chair Bernie Erickson at 6:30 pm.

II. Approve/Modify Agenda.

Motion made by Supervisor Kaster, seconded by Supervisor Dantine to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

III. Approve/Modify Minutes of October 9, 2018.

Motion made by Supervisor Kaster, seconded by Supervisor Deslauriers to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

Comments from the Public None.

Consent Agenda

1. Harbor Commission of September 10, 2018.
2. Planning Commission Board of Directors of September 5, 2018.
3. Revolving Loan Fund Committee of June 1, 2017.
4. Airport Budget Status Financial report for October 2018 – Unaudited.
5. Planning Commission Budget Status Financial Reports for September and October 2018 – Unaudited.
6. Port & Resource Recovery – Budget Status Financial Reports for September 2018 – Unaudited.
7. Property Listing - Budget Status Financial Reports for September and October 2018 – Unaudited.
8. Zoning - Budget Status Financial Reports for September and October 2018 – Unaudited
9. Register of Deeds Budget Status Financial Report for October 2018 - Unaudited.
10. UW-Extension Budget Status Financial Report for September and October 2018 - Unaudited.

Motion made by Supervisor Kaster, seconded by Supervisor Deslauriers to approve the consent agenda. Vote taken. **MOTION CARRIED UNANIMOUSLY**

Communications

11. Communication from Supervisor Lefebvre re: The Brown County Board needs to do a five year plan regarding budgets. The County needs to set and prioritize which department needs more attention (money and staff) – 1 to 10 (department ranked) on this need. This way we will know what department needs will be in the future with department moving up and down on the scale. *Referred from October 17th County Board.*

Since Lefebvre was not present to speak, Erickson informed they discussed this thoroughly at the last Executive Committee meeting and it was determined that this was already being done with most departments having 5-year plans which were living documents that could be changed so they received and placed on file this item.

Motion made by Supervisor Kaster, seconded by Supervisor Dantine to receive and place on file. Vote taken. **MOTION CARRIED UNANIMOUSLY**

UW-Extension

12. **Budget Adjustment Request (18-115): Any increase in expenses with an offsetting increase in revenue.**

UW-Extension Family Living Educator/Dept. Head Judy Knudsen informed this was part of the funding they were getting from the Green Bay School District in regard to their after school robotics program.

Motion made by Supervisor Dantine, seconded by Supervisor Deslauriers to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

13. **Budget Adjustment Request (18-116): Any increase in expenses with an offsetting increase in revenue.**

Knudsen stated this was a grant they got from the Cornerstone Foundation to rebuild raised beds to last longer.

Motion made by Supervisor Dantine, seconded by Supervisor Deslauriers to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

14. **Budget Adjustment Request (18-117): Any increase in expenses with an offsetting increase in revenue.**

Knudsen informed this was a grant from Cellcom Green Gift to replace garden boxes that were in bad repair.

Motion made by Supervisor Dantine, seconded by Supervisor Tran to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

15. **Director's Report.**

Knudsen stated they were getting ready for a lot of winter programming after the first of the year. They did training for landscapers from Winnebago County. They were about the only place in Wisconsin where greenhouse growers got training; they had a speaker coming from Kansas. There were a lot of horticulture classes coming up. As well as the Midwest Manure Summit at the Radisson, which they had been doing every other year for a number of years, bringing speakers from across the county to share research related to managing manure. Their afterschool robotics programming was going well. They were teaching kids about archery, which was super popular as well as nutrition classes. They had a Teen Market Garden program they were doing with BC Human Services Independent Living program as well as Advocates for Healthy Transitional Living. They were looking at expanding the program, they wanted more raised beds. They were also looking at having a produce stand on Packerland where Advocates was located. The Broadway Market had approached them also to have a stand there as well. They were also looking at some indoor growing opportunities to gain some workforce development skills which was really important as teens will be aging out of foster care and there was no safety net there. A lot of them don't have the necessary skills. UW-Extension had a new community garden, making it #11, in East De Pere at one of the parks where they will have 20 plots. They will see how great the need was. They were hoping in 2020 to put a garden in on the west side of the river as well.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Port & Resource Recovery

16. **DNR Response to South Landfill Groundwater Exceedance Report – Update.**

Haen informed the Solid Waste Board met earlier on this. The Executive Summary and the DNRs response to their submittal was included in the agenda packet. Hard cash, they spent \$40,000 in work not including department and countywide effort. They were still not done but on their way to put this behind them. DNR stated they considered the exceedances to be addressed and concur with the continued baseline monitoring at the Brown County South Landfill. Based on the information provided in the report, the department concurred that the bailers used for sampling were the likely source of TCE and methylene chloride observed in the monitoring wells. The redevelopment activities affected groundwater monitoring wells appeared to have reduced concentrations of TCE and methylene chloride. The department believed Brown County took appropriate steps to identify the cause and significance of the groundwater exceedances and took actions to reduce the concentrations. The department considered the groundwater

exceedances to be addressed.

Moving forward they had done four rounds of testing and had four more rounds to establish their baseline. Part of those additional rounds they will be sampling for the VOCs that will include TCE and methylene chloride as they go forward to make sure those concentration levels continue to drop. If they don't they will be back to the DNR and doing more purging and activations of those wells to get any of those contaminants from those bailers out.

As asked at previous meetings, Deslauriers questioned if this were to happen tomorrow, how would Port & Resource Recovery's actions differ from how they were this time? Haen stated it was really the same. They may be able to shave off some time but they would have followed the same path of understanding, reporting and communicating as they did. Deslauriers felt that answer was not acceptable. They voted as a committee to have Corporation Counsel give his opinion on what the appropriate communication strategy would be if this were to happen again and his answer to him was, "Going forward my advice to Dean Haen would be to notify the Wisconsin DNR and local health department within 60 days whenever we have a sample that obtains or exceeds a groundwater standards and to follow any and all Wisconsin DNR recommendations concerning those issues. The 60 days gives time to compile and provide the required preliminary analysis to the Wisconsin DNR". He questioned if they will comply with Corporation Counsels recommendation if it were to happen again. Haen responded they will report to the DNR as they were their oversite. Bringing Public Health into it didn't do any value, it was an area they don't understand and the DNR was regulatory authority, they understood the issues far more in depth than burdening Public Health. If there was an outcome that was a Public Health issue then the DNR went to Brown County Public Health and they become part of the outreach and information distribution and part of the process. Further discussions ensued with regard to possible outcomes; Deslauriers felt Corporation Counsel gave clear direction to Port & Resource Recovery. Haen responded there was a follow-up email in which Hemery agreed with just contacting the DNR. Erickson interjected that the rest of the committee was unaware of the information being discussed and ended further discussions between the two. Deslauriers would like Chairman Erickson request that Corporation Counsel attend their next meeting so they can get it in front of everyone. Erickson responded he could ask.

Motion made by Supervisor Kaster, seconded by Supervisor Dantine to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY

17. Legal Communications between Brown County and Town of Holland – Update.

Haen wanted to let the committee know there was some uncertainty due to lack of communication regarding the groundwater exceedance report which was expressed by the Town of Holland's attorney. There was concern that they identified it as a spill, DNR does not and it was on Brown County property and it was introduced by the bailers. Additionally talking about it falling under the landfill siting agreement, there was no landfill so they didn't have any reporting requirements; it was a farm field yet. Haen informed he made a request to Supervisor Deslauriers to cease suggesting they were not communicating appropriately with the town. The town wanted to sit down and meet so they were planning a meeting for January and they were moving forward in that regard.

Haen informed this past month they had companies work on their behalf for their Plan of Operations submittal. They communicated here and at Solid Waste Board, their wetland delineation reporting with the wetlands and submitted it to the DNR. They identified artificial and manmade wetlands. The delineation was agreed upon; they were coming back requesting certain wetlands be identified as manmade and artificial. In November GEI did an electronic submittal to the DNR. DNR responded and agreed with those artificial wetlands. It actually went against the communication, they were supposed to at time of any submittal to a government agency to inform the town and that did not occur. He talked to FOTH and GEI to try and figure out how to take responsibility as they failed to communicate on that front. As soon as they got it, they forwarded info electronically to the committee members of the Landfill Monitoring Committee. They were working with Technology Services to create a portal where they could put communications out there. Right now FOTH had a portal but they wanted to bring it internally as it was their responsibility. It should eliminate confusion too.

Deslauriers questioned why the Quarles & Brady letter, a lengthy explanation of violations and well contamination letter, was omitted from the packet. He provided a copy to be made part of the record (attached). Haen informed it should have been included in the packet. Deslauriers stated Director Haen called his assertions a misrepresentation and asked that he take it back because clearly it was a violation of the landfill agreement. Haen agreed with that, it

was their first miscommunication and he took responsibility, the other ones he disagreed with. Deslauriers stated with the open records request, this was the 11th document they hadn't gotten. Deslauriers further expressed his concerns stating he just wanted compliance of the landfill monitoring agreement and asked what they were going to do going forward to stop this. Haen informed that's what they were working toward and reiterated their plans to partner up with Technology Services for more transparency. The last thing he wanted to do was cause grief and not be abiding by that agreement. It was their lifeblood to get the landfill open and they had all intentions to get along with the town. Deslauriers stated the problem was not the delivery but the policy issue on timing of the communications and the 10 documents that Haen responded to that he didn't supply to the town with their open records request. He would like to see next month how Haen implemented a concrete written policy so this was avoided in the future. He only cared about compliance in the future.

Motion made by Supervisor Dantine, seconded by Supervisor Tran to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY

18. Director's Report – Update.

Haen spoke to his written report in the agenda packet material which included info regarding Andrew and Karen Hoffman Property, Recycling Markets, Pulliam Plant, and Renard Island End-use Plan.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY

Airport

19. 12-Hour Shift Report.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY

20. Departmental Opening Summary.

Airport Director Marty Piette informed they narrowed down a candidate for the fifth and final Housekeeper position that was vacant for some time. The Maintenance Mechanic posting closed and interviews will take place on Wednesday. Their Marketing Manager position, they received 30 applicants, gone through some phone interviews and narrowed down to three final candidates that will be interviewing with a panel next week and hopefully have the position filled by the first of the year. One position not noted that had been filled was their Assistant Airport Director position, an 18-year veteran from Dane County, Rachel Engeler had accepted that position. He will be introducing her at the next meeting.

Motion made by Supervisor Kaster, seconded by Supervisor Dantine to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY

21. Director's Report.

Piette informed passenger traffic continued to trend upwards, up 11.1% for the year.

*American Airlines stated they will be adding a fifth roundtrip flight to Chicago.

*Two major administrative tasks were completed; their rental car and airline lease amendments.

*They were ready for winter by making sure all their specialized snow removal equipment was ready to go and stockpiling all their specialized chemicals, which were noncorrosive. There was quite a bit of training that went into entering new snow season, meetings with employees and tenants, etc. and they were all finished with that.

*They were in the Green Bay Holiday Parade, their second year and had a balloon float and included the airport firetruck.

*Later in December they will do their 12-days of Holiday Cheer inside their terminal building, liven the mood up for holiday travel.

*November 1st was their first ever Honor Flight, Flight of Champions was conducted at GRB. It went off fantastically well and had at least 2,500-3,000 people at the airport to welcome Veterans back. Erickson thanked Piette for the outstanding job conducted at the airport, it was flawless.

Motion made by Supervisor Kaster, seconded by Supervisor Tran to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY

Public Works

22. Report on the County Road Safety Plan.

Public Works Director Paul Fontecchio informed this was a 2018 budget initiative (info was provided digitally to committee members and can be found at www.co.brown.wi.us → Departments → Public Works-Highway → Engineering → COUNTY ROAD SAFETY PLAN); Their department selected a consultant and the consultant prepared the report. Fontecchio briefly highlighted what the plan really was and what it wasn't with the committee and informed this was a starting point. Fontecchio and their Engineering Manager were going to go out and look at the 2019 roads to see what recommendations on roadway segments they could slide into those projects, build them into the projects already in the 6-year CIP. They had budgeted \$50,000 a year for their GTA to go towards roads not on their 6-year plan or even on their radar but they could allocate some money to make low cost high impact improvements to. Next, they will be going through the entire plan, all the data and weaving in creating their own 6-year safety plan. It will mirror the CIP with some additional stuff, Fontecchio provided examples. Fontecchio reiterated it was a starting point for them. There was a lot of data, it was a data driven report that they will use as a springboard to start their specific recommendations. Not everything was going to be implemented and there may be things that will be implemented that weren't in the report. Fontecchio thanked the County Board and the committee for funding this last year. This proactive look at safety was huge. He was excited and glad to be proactively looking at getting a handle on improving road safety for the citizens.

Responding to Kaster, the stop condition rumble strips in the report were from computer programming; give it a set of parameters and it was a data starting point for them to look at. They used the crash data set from the 5-years; 2013-17.

Deslauriers would like to see what alignment there was between the data here regarding installation of rumble strips and what was already installed. Fontecchio noted it was in the report. Deslauriers would like some interpretation.

Motion made by Supervisor Deslauriers, seconded by Supervisor Dantine to suspend the rules to allow interested parties to speak. Vote taken. MOTION CARRIED UNANIMOUSLY

Duane Oudenhoven - 1460 S County Line Rd.

Oudenhoven suggested looking at other alternatives besides rumble strips. All the studies he looked at stated they were the last result after they tried alternatives. Minnesota DOT, Ohio, even Canada had the same thing in some of their reports. The County Road Safety Plan even states, The Brown County Public Works Department has developed the following six criteria for determining when a stop controlled rumble strip will be considered" "The guidelines from the State of Maryland state: Transverse rumble strips should be considered on the approaches to intersections where there is a demonstrated safety problem (e.g. high crash rate), adequate trial of other warning devices has failed to reduce the crash frequency, and any of the following conditions exist..." They needed to try other options first especially in neighborhoods where people are very close to the intersections and rumble strips may cause noise issues. The standards the WIDOT followed was 500' from residential homes. Outagamie County had made improvements by adding second stop signs.

Fred Heitl - 7312 Dickinson Rd., Greenleaf

Heitl stated there was a lot of data there and questioned where they were getting the crash analysis for root cause issues of fatals and severe injury crash analysis? Engineering Manager Nick Uitenbroek confirmed it was through the state. Heitl didn't see that the data took into consideration impaired driving for weather related crashes or deer; which was skewed as you can't predict either. The cost to upgrade signs and markings was noted at \$2,640 per approach and transverse rumble strips at \$2,500 per intersection (placed on two approaches), he felt hanging a sign would be a lot cheaper to do the rumble strips. He also questioned why they couldn't find comparable that were closer in the State of Wisconsin rather than North Dakota and Minnesota. Every county and Sheriff's office was required to report crashes to the DOT.

Supervisor Borchardt informed she liked the diamond in Appleton.

Motion made by Supervisor Dantine, seconded by Supervisor Deslauriers to return to regular order of business. Vote

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taken. **MOTION CARRIED UNANIMOUSLY**

Responding to Heitl, Fontecchio informed page 12 of the report broke out the deer verses the non-deer. He did not believe they broke out the impaired. The data was trying to drive at patterns of crashes impaired or not. Impaired was a whole different category but yet there were still patterns of crashes that happened. One thing they talked about frequently was the rise of the distracted driver and it was very similar to being impaired. It was not totally wrong in his opinion to throw that data out. He agreed with the deer info. Erickson felt there were also people that might not negotiate curves as well even if they aren't impaired. Fontecchio felt there were safety features that he felt will help even the impaired or distracted driver, etc. In regard to costs, costs were generic and were for signs and marketing. Fontecchio agreed signs weren't that expensive. He also responded to Oudenhoven's comments regarding Outagamie adding signage, he informed Brown County did that, not Outagamie. Minnesota was adjacent and there was a lot of data there based on that they'd done these safety studies. With North Dakota, they were looking at comparable in terms of climate with the northern region.

Deslauriers would like to break out some of the data with regard to impaired, Fontecchio stated he could ask but they were pretty much done with the consultant's effort. The key thing was they were using this as a starting point and one thing they will be doing in-house was going through and creating their own plans, a more detailed specific action safety plan. When they do that in-house they will look at the accidents to drill into it. One thing they were struggling with, they were down an Engineer.

Deslauriers thanked Fontecchio for the added signs. He got feedback from the Way-Mor Park area that panic stopping was greatly reduced.

Deslauriers informed he wanted to submit for the record the what the towns had done after the last PD&T meeting: Town of Morrison requested a 4-way stop at the park along with additional signage, Town of Holland requested reduced speed along Highway Z, Hobart came out with a resolution for the transverse rumble strips (attached). He'd like them to consider this in their decision-making. Fontecchio informed when a community passed a resolution, they were recommendations and didn't have any jurisdictional or authority. They had to take into account the systemic nature of their system and make their roadway as safe as they could. Erickson and Dantine would like them in an upcoming packet, possibly as a communication.

Motion made by Supervisor Dantine, seconded by Supervisor Tran to receive and place on file. Vote taken. **MOTION CARRIED UNANIMOUSLY**

23. **An Ordinance to Amend Schedule A of Section 340.0003 of Chapter 340 of the Brown County Code of Ordinances CTH D – Town of Holland (CTH D Speed Study Incl.)**

Fontecchio pointed out that the Wisconsin State Statute Section 346.57(4) defines speed limits for all public roadways based on factors that include surrounding land use, roadway jurisdiction, and roadway type. These speed limits, referred to as statutory speed limits, are summarized in Table 1. While state statute establishes speed limits for roadways, Section 349.11 also gives local government the authority to change the speed limit on the local road system within the constraints identified in Table 1. WisDOT approval is required for proposed changes to speed limits that are outside the constraints identified in Table 1.

However according to Brown County Corporation Counsel:

In order to modify a speed limit in Wisconsin, a speed study must be conducted and the results of the speed study must support the proposed modification, or it cannot legally be done (see Wis Stat. Sec. 349.11, entitled "Authority to modify speed restrictions," which requires that speed limit modifications be based on "... an engineering and traffic investigation . . .," more commonly known as a speed study).

Engineering Manager Nick Uitenbroek informed this was at the request of the Town of Holland. He pointed out that the reports in the packets did not have all the supporting documentation because at times there could be 100s of pages. These were posted on their website under the 'Engineering' tab if the committee wanted to look at the raw data.

Motion made by Supervisor Dantine, seconded by Supervisor Tran to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

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24. **An Ordinance to Amend Schedule A of Section 340.0003 of Chapter 340 of the Brown County Code of Ordinances CTH R – Town of New Denmark – Village of Denmark (CTH R Speed Study Incl.)**

Uitenbroek informed this was at the request of the Town of New Denmark and spoke to the info provided in the packet.

Motion made by Supervisor Dantine, seconded by Supervisor Deslauriers to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

25. **Summary of Operations.**

Motion made by Supervisor Kaster, seconded by Supervisor Dantine to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

26. **Director's Report.**

Fontecchio went through his written Director's Report with the committee.

Fontecchio informed that the Fox River Papermaking Corridor Project was going pretty much as planned operationally however they needed to talk about the bigger update regarding the pond. There were two portions on the Highway Department side in the resolution passed by the board in June. One was the trucking of material, which was going as planned. The other was the pond. One thing said in the resolution was the county would purchase land to create a regional storm water pond, construct a feeder line in the form of an above ground ditch adjacent to N. Quincy St. in the area south of Interstate 43 and in the form of buried pipeline in the area North of 43. Now that they got into the design they learned what they didn't know, which was a lot. That corridor was packed underneath the road. When you look at a roadway, you see the surface, you don't see the three dimensional of all the other utilities underneath and it was a nightmare. Some assumptions that were made weren't working out because at the time they had zero data. His estimate was a very conceptual estimate, their best estimate they could put together. Now they had data and there was a lot of things changing and evolving because their original assumptions weren't physically working out. When they put this together back in spring, they understood that the west side of Quincy St. would be available for use for a ditch and Georgia Pacific was part of the project because that was the land adjacent to them and the county could get an easement from them. None of that had panned out. GP was not partnering with the project on that section, which made it much more challenging. The grades had not worked out to utilize an open ditch so the open ditch concept which was a lot of what they dedicated their estimate on, did not work. They had put about \$2 million dollars towards the pond. They had no underground data and no design started, and they physically could not get the water there. Their consultants did find one option that worked to physically get the water from all these different various sites in this corridor project up to the pond, unfortunately it was very expensive. The DNR for TSS reduction (total suspended solid, taken out of storm water and expressed a percent reduction) required 40% TSS reduction on these redevelopment sites. The City of Green Bay required 80% TSS reduction and that they could contain 100 year store event, which was very difficult and added a lot to the cost. This was based on the category and size of the reconstruction efforts, based on their ordinance. Some other commitments made as part of this was some of the other sites to the south of 43, the storm water was intended to discharge to the pond and not to the Fox River directly, which was tough. Trying to put all these pieces and requirements together they probably looked at 12-15 different options including sub-options. Bottom line was they had one that physically worked that met the City of Green Bay's requirements, the DNR's requirements and holds to the intent of what they tried to pass and physically got the water from point A to point B, however he'll need to put in a huge lift station, 60" pipe under Quincy St., 18-20' deep, before the water got to the pond which was in the neighborhood of \$3 million dollars. The total package they felt they were at was approximately \$8.9 million (handout provided), they originally budgeted \$2 million. He detailed caveats that would supply them with \$4.5 million leaving them \$4.4 million short where they needed to be. He still had a 20% contingency built into it. They also approached the city on the idea of doing a credit swap; however they were starting to deviate from the original intent of what was passed but provided examples. They were not at a point where they were going to be making a request one way or another, just giving an update and a heads up to where they were. Diagrams were provided (attached) and spoken to.

Deslauriers felt if the timeline that Green Bay Packaging gave the county was the cause of this underestimation of cost, it was on Green Bay Packaging. There was not a way he would vote for additional funds like this. With the

timeline they had, the county did the best they could with their estimate. Green Bay Packaging was the benefactor of all of this and he wanted it on the record that there was no way he would support this. Fontecchio informed that Green Bay Packaging went to Germany to buy the machine and dug half to 60% of the foundation based on the fill he got to date. There was a lot of movement and a lot of moving parts with this project.

Further discussions ensued with regard to other options that were looked at; Fontecchio explained why those options didn't work such as constructability issues and that they couldn't build it. They were also stuck with the geography of where they had 6-8 acres of open land. The option that met their criteria was the only one that worked in the roadway. Questions arose with regard to why Option 16 wasn't on the table. Fontecchio informed it was a no go by the city.

To keep things on schedule, Green Bay Packaging needed to have their storm water figured out and up and running by July 1st. To get to that date the county needed decisions in the next few weeks, in which Fontecchio briefly explained to make that happen. It was beyond what the County Highway Department could do. The only thing they were doing in any scenario was the earthwork at the pond and that would be the first thing they do in May and June to be done by July 1st.

Supervisor Borchardt noted her concerns with the actions by the City of Green Bay and the Mayor. She felt Option 7 should be presented if they were going to bring it to full County Board. She couldn't agree to do the more expensive one. Erickson stated they were in agreeance on that. Borchardt added the only concern she had was the businesses that were down there, how much grief they would get from them with all the different construction. There were smaller businesses there that did a lot of work and brought in a lot of money. Fontecchio stated that to her point, an option that didn't rip out Quincy St. during this construction while Webster St. was under construction was a big advantage from his perspective.

Deslauriers felt if Green Bay Packaging was willing to throw \$2 million at the problem, he felt this shouldn't be on the county's tab anyway, let them pay for the cheaper option and use the county resources for what they budgeted them for. If they would withdraw their \$2 million dollars of additional money, it was their choice. He felt the county was putting forth plenty of infrastructure at this point.

Motion made by Supervisor Kaster, seconded by Supervisor Tran to accept the Director's Report. Vote taken.
MOTION CARRIED UNANIMOUSLY

Planning and Land Services (Land Info – No Items)

Planning Commission

27. Brown County STEM Innovation Center Construction Update.

Planning Director Chuck Lamine informed they started on September 17th and had a lot of problems with rain on the project and had put them 13 days behind schedule. Their intent was to be done for the start of the fall semester in 2019. The majority of the work had been underground; steel was being delivered this week. The most recent update was they were on the aboveground (handouts provided and attached). He informed they ran into a couple of issues with unsuitable soils on site than anticipated. He briefly provided a brief explanation of the process, which was also noted in the report. He was present to make the committee aware that they approved two field orders. The good news was their WPS electrical connection, they got their permitting in and it came in \$73,000 underneath what they budgeted. They applied for a grant and got \$211,580 to install a 90kw solar energy and estimated it would reduce electrical costs at about \$12,000 per year. They also got another \$24,000 grant for that which will cover 100% of the costs. Tran brought the grant to their attention and staff did a good job working up the application and was awarded the grant.

Motion made by Supervisor Kaster, seconded by Supervisor Tran to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY

28. Budget Adjustment Request (18-130): Any increase in expenses with an offsetting increase in revenue – STEM Solar Project Grant.

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Motion made by Supervisor Dantine, seconded by Supervisor Kaster to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

29. **Resolution for Table of Organization Change in the Planning and Land Services Department and Authorization for Brown County to Administer, Operate and Manage the Brown County Housing Authority.**

Lamine provided some brief background which was detailed in the resolution. This created a grant-funded Housing Administrator position in the Planning and Land Service Department to carry out duties related to the administration and operation of the Brown County Housing Authority. Lamine felt it was a good fit and potential for good synergy between the county and Housing Authority. Kaster liked the idea but questioned the verbiage; Weininger explained this was a separate organization; all the county was doing was entering in an MOU to provide contractual services to help administer their board. That board also had a contract with ICS. The county would only budget the money they received from the feds for these contractual people, they didn't have control over their money. The County Executive appointed the board, the County Board confirmed it and that was the extent of it. Lamine stated this was a large budget, \$19 million dollars and the vast majority was housing choice vouchers that went into the community. HUD also included an adequate amount of administrative funding which covered the ICS contract and the staffing cost. Lamine informed they will have to purchase some furniture and put in some office space on the 3rd floor near Planning but those expenses were covered within the proposal that was given as well.

Motion made by Supervisor Tran, seconded by Supervisor Deslauriers to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

30. **Citizens Participation Plan Approval for Brown County Comprehensive Plan Update.**

Lamine informed that state statutes required that the county adopt a Citizens Participation process. They were in the process of updating the comprehensive plan 2019. The last time this was done it was before a lot of internet type public access so they added quite a bit of language to address the ability for the public to comment digitally. Those were the major changes to it. The Planning Commission will serve as the citizens advisory committee, it will be approved by the Planning Commission, forwarded to the Planning, Development and Transportation Committee and then to the County Board after a public hearing.

Motion made by Supervisor Deslauriers, seconded by Supervisor Tran to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

Zoning

31. **Budget Adjustment Request (18-131): Any increase in expenses with an offsetting increase in revenue - Request Zoning Truck Replacement.**

Motion made by Supervisor Dantine, seconded by Supervisor Tran to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

Other

32. **Acknowledging the bills.**

Motion made by Supervisor Tran, seconded by Supervisor Dantine to acknowledge receipt of the bills. Vote taken. MOTION CARRIED UNANIMOUSLY

33. **Such other matters as authorized by law. None.**
34. **Adjourn.**

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to adjourn at 9:39 pm. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,
Alicia A. Loehlein
Recording Secretary

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PORT & RESOURCE RECOVERY DEPARTMENT

2561 S. BROADWAY
GREEN BAY, WI 54304

PHONE (920) 492-4950 FAX (920) 492-4957

DEAN R. HAEN
DIRECTOR

MINUTES OF THE BROWN COUNTY HARBOR COMMISSION

A meeting was held on **Monday, November 12, 2018**
at the Resource Recovery Facility, 2561 S Broadway, Green Bay, WI 54304

1) Call to Order:

The meeting was officially called to order by Hank Wallace at 10:32 am.

2) Roll Call:

Present:

Commissioner Ron Antonneau
Commissioner Pete Diemer
Commissioner Bernie Erickson
Commissioner Tim Feldhausen
Commissioner Wes Kornowske
Commissioner Hank Wallace

Excused:

President Tom Klimek
Commissioner Bryan Hyska
Commissioner Mike Vizer

Also Present:

Dean Haen, Brown County P&RR
Mark Walter, Brown County P&RR
Chad Doverspike, Brown County P&RR
Patti Cole, Brown County P&RR
Jim and Sylvia Graefe, Interested Residents
Paul Spillers, Tetra Tech
Marlin Gohlke, C. Reiss Coal Co., LLC
Bill Reiss, C. Reiss Coal Co., LLC

3) Approval/Modification – Meeting Agenda

A motion to approve the Agenda was made by Bernie Erickson and seconded by Wes Kornowske. Unanimously approved.

4) Approval/Modification – Minutes of September 10 Meeting

Pete Diemer noted that his name was listed twice and that the duplicate should be deleted. A motion to approve the minutes of September 10, 2018 as amended was made by Tim Feldhausen and seconded by Wes Kornowske. Unanimously approved.

5) Announcements/Communications

Dean Haen extended a "Happy Veterans Day" to all who have served in the armed forces.

Mr. Haen shared that Neil McKloskey, a former Harbor Commissioner President and long-time member passed away on October 23, 2018. The obituary mentioned Neil's *"greatest pride was serving on the Brown County Harbor Commission where he served as president for many years. In honor of his service, the Brown County Harbor Commission named one of the Cat Islands after him in 2015. He was deeply touched by this and the family would like to thank Dean Haen and others for making this happen."* Several Harbor Commissioners contributed toward a donation to be made to the Alzheimer's Association in Neil's name.

Regarding the Tall Ships Festival, Mr. Haen affirmed that he met with PMI and that the Port of Green Bay will be involved in the event, and that the addition of sponsorship money to the Port budget was approved by the PD&T.

6) 2018 3rd Quarter Budget Status Report

Mr. Haen explained that the 3rd Quarter Budget Status Report shows no surprises. The expected revenue from dredging will not be realized because the U.S. Army Corps of Engineers is not using Bay Port for dredged material placement in 2018. Other Financing Sources difference is the transfer in from Harbor 217 to Port that will not occur as an actual until the end of the fiscal year. Personnel costs are on track and the Operating Expenses are lower than expected because only 50% of cell 5 at Bay Port was excavated because of warm weather.

A motion to approve the Budget Status Report made by Tim Feldhausen and seconded by Wes Kornowske. Unanimously approved.

7) Renard Island End-Use Plan

Mr. Haen reported that the three day Charrette event was well-attended. The concept design is being vetted. Mark Walter remarked that there were four different public meetings and the draft design work was already done by the contractor. He was very impressed by how quickly it came together. There was quite a range of ideas pertaining to use, access, revenue, and spread.

Three alternative types of concepts were generated: 1) **Eco Island**, 2) **Recreational Island**, and 3) **Active Island**. The **Eco Island Concept** has an environmental theme, and would include minimal structures, an observation tower, primitive camping, natural shoreline, boardwalks and soft trails, wetland restoration of the lagoon and no vehicular traffic. The **Recreational Concept** has a park-like exploration theme, and would include seasonal vendor buildings, a mix of natural and engineered shoreline, a pedestrian bridge to Bay Beach, multi-use recreational trails and lawn space, keeping the lagoon a quiet basin for small watercraft, restricted vehicles and some parking. The **Active Concept** has an adventure theme, and would include year-round restaurant and vendor buildings, disc golfing, an engineered breakwater shoreline, a zip line to Bay Beach, hard trails and an informal performance venue, dredging to allow boat slips in the lagoon, motor vehicles and public parking.

A Draft Master Plan has been created that pulls pieces of all three concept ideas together, integrating the most popular features of each alternative. The Draft Master Plan consists of: a chart of goals (economic, ecological, social and human spirit), a comparison chart of variables for the three alternatives, an artist's rendering for each alternative, lists of the most popular features of each alternative, a drawing of context and circulation, an artist's rendering of a Draft Master Plan incorporating the most popular features, lists of facilities, a drawing of the Draft Master Plan circulation, and a list of economic considerations.

The Commissioners discussed the features and offered advice to consider. Bernie Erickson cautioned that the County Board would question where the money for this would come from,

noting that a marina would require someone else to manage it, dredging would be required to maintain a water depth suitable for the boat slips, and it will be difficult to find the right entrepreneurs to rent seasonable retail spaces. Ron Antonneau suggested getting state and local restaurant associations, visitor and convention bureaus, and stakeholders involved.

Mr. Walter explained that this is just a concept design so far in the process. The design contractor will do economic and engineering feasibility studies to analyze the projects that are proposed. The projects must be vetted for regulatory, legal, engineering, and economic feasibility concerns. They will do a cost/benefit analysis. They will look at public-private partnerships for funding. The island will need to break even. It must be implementable and fundable. Mr. Water recommended not looking at the concepts as being mutually exclusive. They could be phased in as small projects over time. This is just a draft with early concepts, and projects could change and be switched out.

No matter which concept is used, parking will be needed on the island. The existing parking at Bay Beach is already at capacity. If dredging is done around the perimeter of the island, it could be used to build up the island and the causeway.

A motion to receive the Renard Island End-Use Draft Master Plan and place it on file was made by Bernie Erickson and seconded by Ron Antonneau. Unanimously approved.

8) Status of 2018 Dredging Activities

There has been no federal dredged material placed at Bay Port, but Sturgeon Bay has been bringing dredging material to the Bay Port at the out-of-county rate. Marinette Marine has started planning for a dredging project that may include out-of-county dredged material placed at Bay Port. The Fox River Cleanup is winding down, and the capping could be done by next year. The federal dredged material from the shipping channel will be placed in Cat Island and will start after the dredging company is done in Ohio and will depend on the weather.

A new dredging project has begun on the East River by WE Energies. They are pulling out petroleum and coal-based contamination from the old gasification process and will be installing temporary sheet pile walls into the navigational channel of the East River Turning basin to contain the contamination. This creates a problem because it is narrowing the turning basin. In order to enable ships to turn around; WE Energies will pay to have tug assistance to prevent ship uses of side-power thruster propellers, but may damage the sheet piling.

9) Bylsby Avenue Project

Chris Blan provided a report on the filling and leveling at the Bylsby Avenue project, noting that the contracted amount to complete it will be \$59,925. Weather has impacted the time-line for completing this project according to the site's erosion control and site plans. The area had to be pumped out and filled in to the retention pond. It is expected to be finished by the end of the week. Next spring it will be seeded to satisfy the DNR requirement for 70% vegetation.

A motion to receive the Bylsby Avenue Project update was made by Bernie Erickson and seconded by Ron Antonneau. Unanimously approved.

10) Pulliam Plant Property

Mr. Haen reported that he, President Klimek, and County Executive Streckenbach met with WE Energies, Kevin Fletcher and the WPS leadership team. Mr. Haen presented the County's vision for the Pulliam Plant Property, including a concept design, strategic plans and the property acquisition plan related to this property. Terminal operators have expressed interest in being part

of this opportunity. The property is the greatest opportunity the Port has to grow the port by expanding operations and possibly include a truck/rail intermodal facility. The discussion was positive and well-received by WE Energies. Brown County shared with WE Energies what the County has to offer WE Energies in regards to skills, resources and other tools.

WE Energies stated that they want to do what is best for WE Energies and the community and would like the County and the city of Green Bay to be aligned. WE Energies will look at the planning document for the highest and best use of the property and get back to Brown County after determining the infrastructure and associated acreage that will need to be retained by WE Energies beyond the Pulliam Plant.

A motion to suspend the rules to allow comments was made by Ron Antonneau and seconded by Tim Feldhausen. Unanimously approved.

Jim Graefe, a former WPS employee, cautions that there have been hazardous materials (fly ash, heavy metals, and chemicals) on the property, and that the Port should make sure of that before buying the property. Mr. Haen responded that he's aware of some of the environmental conditions of the property; an investigation will need to be conducted, and hopefully the property can continue to be used for industrial purposes.

Marlin Gohlke, of C Reiss Coal Co, disclosed that it was the city of Green Bay that approached his company, (Fox River Terminals), about their property and the WE Energies property. Mr. Gohlke has openly spoken with Mr. Haen and the County.

Bill Reiss, of C Reiss Coal Co, stated that his company has been on their dock for a hundred years, but the property is owned by the city of Green Bay. His company has been wanting to move for years. The city of Green Bay asked if his company could swap City property for the other location. Mr. Reiss declared that the Pulliam Plant property could be the right spot for his company. In the past Mr. Reiss has talked with previous City mayors and with Mr. Haen at the County, and he is not sure how to approach it. He would like to collaborate with both. He is supportive of both proposals and for growth of the Port. His company needs a collaborative project because they need financial assistance from state and federal sources. Their dock wall needs maintenance soon and they will need harbor assistance.

A motion to return to regular order was made by Ron Antonneau and seconded by Wes Kornowske. Unanimously approved.

The next step is to redraw the concept map, and look for two users for the highest and best use, to vet it out and find the path that works for all. Right now the Port will keep working with WE Energies. We also need to approach the Canadian National Railroad or the Escanaba Railroad about getting rail service. Ron Antonneau suggested meeting with our Wisconsin representatives.

11) Tonnage Report

Mr. Haen reported that the Port tonnage is 10% above last year. It is likely that the Port will exceed two million tons this year. The cargo increases have been mostly petroleum products, but others have increased by smaller percentages. Salt deliveries are behind and expected to arrive by the end of the shipping season. Salt is coming domestically, Canadian, and foreign. The salt shipments have been delayed due to a strike earlier this year at Compass Minerals in Goderich, ON.

A motion to receive the report and place it on file was made by Bernie Erickson and seconded by Ron Antonneau. Unanimously approved.

- 12) Director's Report
No Report.

- 13) Acknowledgement of Bills
A motion to acknowledge the payment of bills was made by Bernie Erickson and seconded by Wes Kornowske. Unanimously approved.

- 14) Such Other Matters as Authorized by Law – Update
The next meeting is tentatively scheduled for December 10.

- 15) Adjourn
A motion to adjourn the Harbor Commission meeting at 11:15 am was made by Tim Feldhausen and seconded by Wes Kornowske. Unanimously approved.

Tom Klimek, President
Harbor Commission

Dean R. Haen, Director
Port & Resource Recovery Department

Minutes
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, November 7, 2018
Green Bay Metro Transportation Center
901 University Avenue, Commission Room
Green Bay, 54302
6:30 p.m.

ROLL CALL:

Paul Blindauer	<u>X</u>	Kathleen Janssen	<u>X</u>	Glen Severson	<u>X</u>
Brian Brock	<u>X</u>	Dotty Juengst	<u>X</u>	Ray Suennen	<u>X</u>
Norbert Dantine, Jr.	<u>X</u>	Dave Kaster	<u>X</u>	Norbert Van De Hei	<u>X</u>
Bernie Erickson	<u>X</u>	Michelle Kerr	<u>X</u>	Jason Ward	<u>X</u>
Kim Flom	<u>X</u>	Patty Kiewiz	<u>Exc</u>	Matthew Woicsek	<u>X</u>
Steve Grenier	<u>X</u>	Aaron Linssen	<u>X</u>	Reed Woodward	<u>Exc</u>
Mark Handeland	<u>Abs</u>	Michael Malcheski	<u>Exc</u>		
Matthew Harris	<u>X</u>	Austin Miloszewicz	<u>Exc</u>		
Frederick Heitl	<u>X</u>	Gary Pahl	<u>X</u>	Br. Co. Board- Rural (Vacant)	
Phil Hilgenberg	<u>Exc</u>	Terry Schaeuble	<u>Abs</u>	City of Green Bay (Vacant)	

Others Present: Chuck Lamine, Lisa Conard, Devin Yoder, Dan Teaters, and Kathy Meyer.
Public audience: Lee Novak and Chad Fradette

1. Approval of the minutes of the October 3, 2018 regular meeting of the Brown County Planning Commission Board of Directors.

A motion was made by G. Pahl and seconded by G. Severson to approve the minutes of the October 3, 2018 regular meeting of the Brown County Planning Commission Board of Directors. Motion carried.

2. **Public Hearing:** Amendment to the 2040 Brown County Sewage Plan – Major ESA Amendment.

D. Teaters opened the public hearing.

D. Teaters asked if anyone wished to speak.

Lee Novak with Robert E. Lee & Associates Inc., representing the Village of Wrightstown. L. Novak stated he assisted with the amendment and the paperwork documentation that was submitted to Brown County Planning. Mr. Teaters shared the staff report, and we agree with the staff report and I am here to answer any questions. Mr. Fradette from Evergreen Consultants LLC is here as well. Mr. Fradette assisted with the amendment and the proposed improvement to the river bank.

D. Teaters asked a second and third time if anyone else wished to speak. Hearing no further comment, D. Teaters closed the public hearing.

3. Discussion and action regarding an Amendment to the 2040 Brown County Sewage Plan – Major ESA Amendment.

D. Teaters provided an overview via PowerPoint.

D. Teaters summarized the staff report.

D. Teaters stated the project is occurring within the Village of Wrightstown and right on the Fox River, adjacent to STH 96 bridge. The construction activity is associated with a utility extension that includes a sanitary sewer line and a water line. D. Teaters explained that the utility work was identified as a permitted use within the ESA; however, the vegetation removal and the proposed stream bank stabilization on the parcels south of STH 96 was determined to be separate from the utility project. BCPC staff determined that an ESA amendment would be required for the stream bank stabilization work.

D. Teaters reviewed the existing conditions on the site and proposed improvements for the ESA amendment on the stream bank.

Staff is recommending approval of the major ESA amendment subject to the conditions outlined in the staff report.

D. Teaters opened the floor up for questions.

Questions asked about the hill and what measures will be taken to shore up the hill. D. Teaters explained that the stream bank will be redesigned using a combination of riprap and native plant species to keep erosion to a minimum on the steep banks.

A motion was made by D. Juengst and seconded by G. Pahl to open the floor. Motion carried.

Lee Novak with Robert E. Lee & Associates Inc., 1250 Centennial Centre Blvd., Hobart, WI. As Mr. Teaters explained in the initial presentation, the sanitary and water is going to be in the flat section, probably about 30-40 feet away from the top of the bank going down to the rivers. The sanitary and water will be about 7 feet deep and running on grade. So there should be no effect of the installation of that with the riverbank then with the riverbank stabilization, it will be exactly as we described it. The riprap will be placed from elevation to 594 to elevation 601. DNR did determine that the ordinary high water mark is at elevation 599, 100 year flood is at 601 so they are only allowing the riprap to be placed two feet above the ordinary high water mark but it is comes down below the waterline, then that riprap will be covered with curlex matting, top soil and replanted, so you really won't see any exposed riprap. The riprap will be there with stabilization but then Mr. Fradette company's expertise, they'll be putting the deep rooting prairie grasses intermixed with riprap as well to stabilize and hold that bank for out into the future. Then when we're looking at the stormwater, we're looking at collecting everything, doing some underground storage, running it through a rain garden and file retention area and then with the single discharge. With the collection of the entire storm water coming up the upper hill into a storm sewer system with proper storage and proper treatment its going to be a huge improvement from what is there now.

G. Pahl asked if the soil that is put back into the trench is it going to be compacted. Lee Novak indicated yes. Lee Novak indicated that we're not near that upper hill, there is about an 80 foot flat section, we're about in the middle.

D. Juengst asked why the reason for ESA setbacks. D. Teaters explained that through the coordination with the DNR as well as other rules and laws, we put together the setback areas, and then we institute them through the sewage plan and sub-division ordinance.

D. Juengst asked why the vegetation had to be removed. D. Teaters explained that the reason the vegetation was removed was that the sewer lines were going in, and some of the vegetation had to be removed. On this particular property where we're doing the ESA amendment on, the stream bank was in bad shape and the hillside was in bad shape, the vegetation had to be removed in order to assess the condition. We knew that erosion was occurring, we could see the channeling, but they didn't know how bad it was, the vegetation was very thick. D. Teaters stated that Lee Novak and others actually assessed the stream bank from water level, and they determined that there was an issue right at the stream bank.

D. Juengst asked about the side of the bridge where the utility project is occurring if that is also part of an ESA and if an ESA Amendment is required. D. Teaters explained that that public infrastructure and utilities are identified as permitted in the Compatible Activities and Uses Section and in Appendix C of the 2040 Brown County Sewage Plan.

G. Pahl asked if the sewer line was going under the river. D. Teaters explained that they are pulling it from the north-east corner and running it perpendicular to the river down to Green Street, it encompasses about a 1,000 feet of sewer line, and then the water line is going from dead-ends to a loop water line. D. Teaters stated a major improvement. Lee Novak stated a new 14" waterline under the river, completed and reconnected. Lee stated there was no land disturbance, they contacted the DNR,, and no permitting was required.

D. Teaters stated that within the staff report, included in the agenda packet, in the conditions of approval, any future development must meet and be consistent with all pertinent Army Corps of Engineers, Wisconsin DNR, Brown County, and the local municipality rules and regulations.

A motion was made by G. Pahl and seconded by J. Ward to return to regular order. Motion carried.

D. Teaters noted that the next step in the process, if the Planning Commission tonight approves the major ESA amendment, is that it does require the DNR approval as well. The staff report will be updated with the public hearing minutes as well as the decision from tonight and sent to the DNR for their review and approval.

A motion was made by S. Grenier and seconded by G. Pahl to approve the Amendment to the 2040 Brown County Sewage Plan – Major ESA Amendment with conditions stipulated in staff report. Motion carried.

4. Discussion and action regarding the Citizen Participation Plan for the Brown County Comprehensive Plan Update.

D. Yoder stated that based on the feedback from the October BCPC meeting, he and D. Teaters revised some of the language.

Discussion occurred on having utility companies involved in the planning process.

A motion was made by G. Pahl and seconded by K. Flom to adopt the Citizen Participation Plan for the Brown County Comprehensive Plan Update. Motion carried.

5. Discussion and action regarding the Draft 2019 Green Bay MPO Transportation Planning Work Program.

L. Conard highlighted key work program activities.

L. Conard stated Metropolitan Planning Organizations are required to develop an annual work program. L. Conard pointed out two projects being proposed for 2019.

Green Bay MPO 2045 Long-Range Transportation Plan Update

The current Green Bay MPO 2045 Long-Range Transportation Plan was approved by the BCPC Board of Directors (as the MPO Policy Board) on October 7, 2015. Because federal transportation law requires the MPO plan to be updated every five years, MPO staff intends to begin the plan update process in 2019.

In 2019, MPO staff will form a Long-Range Transportation Plan Technical Advisory Committee, collect background information and public input, develop plan goals and objectives, and work with WisDOT to update the long-range travel demand model for the Green Bay MPO planning area. The plan update must be approved by October of 2020.

Port of Green Bay Opportunities Study

The decommissioning of the Pulliam Power Plant in the City of Green Bay may provide an opportunity to expand port operations near the Bay of Green Bay. One of these opportunities may be the establishment of the intermodal shipping terminal that has been recommended in MPO plans for many years. This study will examine the viability of this and other potential opportunities to expand port operations in the Metropolitan Planning Area.

A motion was made by G. Pahl and seconded by M. Harris to approve the Draft 2019 Green Bay MPO Transportation Planning Work Program. Motion carried.

6. Director's Report

a) Brown County Housing Authority – C. Lamine provided the history of the Brown County Housing Authority (BCHA). C. Lamine stated that the City will no longer be managing the BCHA effective January 1, 2019 and that effective January 1, 2019 it is proposed that Brown County Planning and Land Services will be administering the programs of the BCHA.

b) 2019 Budget – C. Lamine stated that the 2019 budget was adopted.

C. Lamine stated that the STEM Innovation Center is proceeding but there has been delays due to weather.

7. Brown County Planning Commission staff updates on work activities during the month of October.

A motion was made by B. Erickson, and seconded by D. Kaster to receive and place on file the staff updates for October 2018. Motion carried.

8. Other matters

S. Grenier stated that Webster Avenue is under construction.

9. Adjourn.

A motion was made by B. Erickson and seconded by J. Ward to adjourn. Motion carried.

The meeting adjourned at 7:30 p.m.

**STAFF REPORT
TO THE
BROWN COUNTY PLANNING COMMISSION
November 7, 2018**

October 2018 Staff Activity Reports

The recent major planning activities of Chuck Lamine, Planning Director:

- Coordinated and attended the Brown County Planning Commission meeting October 3.
- Attended Economic Development Committee Department Head meeting with County Executive.
- STEM Innovation Center Building Project Management:
 - Met with The Einstein Project to discuss the building lease agreements.
 - Several meetings with County Executive and various County representatives regarding development of the Brown County Research and Business Park and the STEM Innovation Center Building.
 - Attended weekly Construction Progress Meetings with construction and architecture representatives.
 - Reviewed contractor supplier specifications with architect and Brown County Facilities staff.
 - Reviewed project change order requests.
 - Addressed unsuitable soil conditions issue on the site.
- CDBG Housing program:
 - Assisted the Senior Planner – Housing with 2017 grant administration for State CDBG Housing Rehabilitation program.
 - Assisted Senior Planner - Housing with project coordination.
 - Developed county Board resolution to enable application for CDBG Housing Emergency grant funds due to recent storm conditions.
- Coordinated with Senior Land Use Planner regarding Sewer Service Area Plan questions and Environmentally Sensitive Area (ESA) protection.
- Attended several coordinating meetings to discuss implementation of the new land records computer system (LandNav) with PALS, Technical Services, and Treasurer's Office staff.
- Personnel:
 - Reviewed personnel evaluations
 - Reviewed class and compensation study results
- Coordinated a Brown County Revolving Loan Fund Committee meeting on October 11. Packaged a Brown County Economic Development Revolving Loan that was approved for Zambaldi Brewery in the Village of Allouez.
- Coordinated and led Planning and PALS Managers staff meetings.
- Met with City of Green Bay Planning staff regarding Brown County Housing Authority (BCHA) staffing.
 - Reviewed budget
 - Reviewed staffing needs
 - Contacted HUD – Milwaukee office
 - Discussed with Chairman of the BCHA
- Coordinated with Senior Planner and Corporation Counsel regarding Open Records Request.
- Participated in a listening session hosted by Congressman Mike Gallagher regarding transportation projects in Brown County as well as federal transportation funding and policy.

Other Brown County participants included the County Principal Transportation Planner and County Executive.

- Attended County Executive 2019 Budget presentation at the Museum.
- Attended and Chaired the Green Bay/Brown County Professional Football Stadium District meeting October 8.
- Attended and presented the PALS budget at the PD&T Committee meeting Oct. 9.
- Attended Brown County 200th Birthday Celebration at Museum Oct 26.
- Participated in a teleconference with the County Principal Transportation Planner and SRF Consultants regarding the status of FHWA's review of the Preliminary Engineering and Operations Report (PEOR) for the Southern Bridge EIS's Interstate Access Justification Report.

The recent major planning activities of Cole Runge, Principal Transportation Planner:

- Developed the Long-Range Planning chapter of the Draft 2019-2023 Transit Development Plan (TDP).
- Reviewed and commented on the draft chapters of the 2019-2023 TDP.
- Participated in a monthly call-in meeting with representatives of the City of Green Bay, Green Bay Area Public School District, Live54218, and the project consultant for the Green Bay Area Public School District/City of Green Bay Safe Routes to School - Bicycle and Pedestrian Plan.
- Developed the draft plan/application for Brown County's 2019 Specialized Transportation Assistance for Counties (Section 85.21) Grant and distributed the draft plan/application to WisDOT and the proposed funding recipients for review and comment.
- Developed a public hearing notice for Brown County's 2019 Section 85.21 Program plan/application.
- Collected and recorded ridership and financial data from the current Brown County Section 85.21 Program funding recipients for August and September. Also collected reimbursement requests from the recipients for August and September and forwarded them to the PALS Administrative Coordinator for processing.
- Developed a Section 85.21 Program transportation service ridership report for the third quarter of 2018 and submitted it to WisDOT.
- Made revisions to the Draft 2019 Transportation Planning Work Program after participating in a work program review teleconference with representatives of WisDOT and the Federal Highway Administration (FHWA).
- Presented a proposal for MPO staff to complete the Village of Hobart Pedestrian-Bicycle Master Plan to the Hobart Community Development Authority. Following this meeting, I developed a scope of services for the plan and sent it to village staff for review and comment.
- Developed a PowerPoint summary of the federal Section 5310 Program and presented it to the BCPC Board of Directors.
- Developed CY 2019 Section 5310 Program funding award notification letters and sent them to the funding recipients and WisDOT.
- Prepared for and participated in a teleconference with the County Senior Transportation Planner, representatives of Wisconsin's other MPOs that have more than 200,000 people, and representatives of FHWA to discuss the status of FHWA's Surface Transportation Block Grant (STBG) funding analysis. The analysis is being done to determine the amounts of STBG funding to which the state's MPOs are entitled before the end of the current federal transportation law (the FAST Act) in 2020.
- Participated in a teleconference with the County Planning Director and SRF Consultants regarding the status of FHWA's review of the Preliminary Engineering and Operations Report (PEOR) for the Southern Bridge EIS's Interstate Access Justification Report.

- Participated in a listening session hosted by Congressman Mike Gallagher regarding transportation projects in Brown County as well as federal transportation funding and policy. Other Brown County participants included the County Planning Director and County Executive.
- Spoke to the Allouez Sunrise Optimist Club about the history and status of the Southern Bridge project. Also talked about other transportation projects in the county and answered questions from club members.
- Arranged to borrow video traffic counters to collect data for a study of Webster Avenue between Greene Avenue and Broadview Drive in Allouez. The study area includes the interchange with STH 172.
- Developed a staff report and PowerPoint summary regarding the Critical Urban Freight Corridors (CUFC) system and presented them to the BCPC Board of Directors. Following this presentation, I submitted the BCPC Board's preferred CUFC route designation for the Green Bay Urbanized Area to WisDOT and FHWA.
- Collected and studied anonymous student address data for the West De Pere and De Pere School Districts to see if the data suggest that revisions to the locations of crossing guards should occur. The data were collected and studied following discussions with City of De Pere staff.
- Prepared for and participated in a meeting with the County Senior Transportation Planner, Green Bay Metro Director, and Mobility Manager of Brown County to discuss details regarding the Specialized Transportation Voucher Pilot Project.
- Prepared for and participated in a meeting with private transportation providers who may be interested in participating in the Specialized Transportation Voucher Pilot Project. The meeting was facilitated by the Mobility Manager of Brown County.
- Completed the MPO's report and reimbursement request to WisDOT for the third quarter of 2018. Also prepared a transportation expense report for the third quarter and submitted it to the Brown County Administration Department.
- Developed a resolution for the Green Bay Urbanized Area's 2019 Transportation Safety Performance Targets. The resolution will be presented to the BCPC Board for approval consideration in December of 2018.
- Participated in the October Brown County Traffic Safety Commission meeting.
- Worked with other Brown County Planning and Land Services (PALS) Department staff to plan and set up the PALS Department's displays at Brown County's 200th birthday celebration at the Neville Public Museum. Also staffed the displays with other PALS staff.

The recent major planning activities of Lisa Conard, Senior Transportation Planner:

- Finalized the *2019-2023 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area*.
 - Developed PowerPoint and presented draft to the BCPC Board of Directors.
 - Completed fiscal constraint demonstration
 - Submitted TIP to FHWA, FTA, and WisDOT for final approval consideration.
- Provided FHWA staff with requested information regarding past STBG funded projects as a follow-up to WisDOT's change management policy.
- Continued work on the *2019-2023 Green Bay Metro - Transit Development Plan* to be issued in 2018.
 - Finalized draft.
 - Scheduled public review and comment period.
 - Wrote legal notice.
 - Prepared social media posts.
 - Developed PowerPoint.

- Presented draft to the Green Bay Transit Commission.
 - Held public informational meeting and hearing and answered questions from the public.
- Continued to collaborate with the Brown County Mobility Coordinator regarding new Brown County Voucher Program. Reduced cost travel vouchers will be made available to Brown County seniors and those with qualifying disabilities to offset the cost of private pay rides (taxi) when other services are not available. Attended meeting hosted by Mobility Coordinator to solicit private operators for the program. The program officially opened on October 22.
- Updated MPO policy and technical advisory committee membership Title VI profiles.
- Updated MPO's public participation contact list.
- Consulted and/or provided information to Metro staff regarding various service, compliance, and/or other issues.
- Participated in the October 23 meeting of the NE WI Regional Access to Transportation Committee. The purpose of the committee is to address issues relating to transportation for low income populations, seniors, and individuals with disabilities. Emphasis is placed on coordination and funding.
- Participated in the Brown County Planning Commission Board of Directors meeting on October 3.
- Participated in the Green Bay Transit Commission meeting on October 24.
- Participated in MPO staff and BCPC staff meetings as necessary.

The recent major planning activities of Dan Teaters, Senior Planner:

Projects

- Town of Holland Comprehensive Plan Update
 - Attended the Town Planning Commission meeting to present and answer questions related to the Comp Plan update and the approval of the resolution.
 - Printed and distributed draft documents to BC Library and Town Clerk.
- Certified Survey Maps (CSMs)
 - Began Review of 9 new CSMs
 - Completed review of 10 CSMs
 - Signed and filed 9 CSMs
 - Cursory review for City of De Pere and City of Green Bay
 - C of De Pere: 0
 - C of Green Bay: 1
- Plats
 - Preliminary Plats
 - Began review of 1 preliminary plat
 - Completed review of 1 preliminary plat
 - Final Plats
 - Began review of 1 final plat
 - Completed review of 2 final plats
- ESA Amendments
 - Completed 1 Major ESA Amendment
 - 0 ESA Plan Correction
 - Completed review of 0 Minor ESA Amendment
 - 2 site visits to assess ESA conditions
 - Uploaded 0 ESA amendments to WDNR SWIMS account
- Sewer Service Area Amendments (SSA)
 - Began review of 1 Minor SSA amendment (Lawrence)

- Water Quality Management (WQM) Letter
 - Completed 1 review/letter
- Submitted a WI Coastal Management Grant Application
- Brown County Comprehensive Plan
 - Constructed a blog site to serve as the “Home Base” for public participation and news releases.
- Assisted 72 members of the public or local communities with inquiries related to Farmland Preservation, zoning, natural resources, and/or land division questions.
- Provided additional planning services and ESA related duties, including advice on inquiries related to potential major and minor ESA amendments, identification of ESA violations, and assisting the public regarding allowed and restricted uses within an ESA buffer.
- Attended the Clean Bay Backers event for stormwater mgt. designs – 10/5/18
- Met with property owners to discuss an ESA violation – 10/10/18 & 10/26/18
- Attended the NE WI Chapter of Land Surveyors meeting to present information related to Brown County ESA's – 10/18/18
- Attended a meeting with BC Planning staff and ESRI staff to discuss ArcGIS for Advanced Planning to determine if the products could be used for the Brown County Comp Plan Update – 10/23/18
- Attended the Brown County 200th Birthday Party – 10/26/18
- Attended a mobile meeting with the Village of Wrightstown Town Board, ACOE, WDNR, BC Land & Water Conservation Dept., and BC Zoning Dept. to discuss drainage issues/concerns in various locations within the Town of Wrightstown.
- Attended Town of Holland Planning Commission Meeting 10/1/18

The recent major planning activities of Devin Yoder, Senior Planner:

General Planning/Local Assistance

- Attended regular BCPC staff meetings.
- Assisted reviewing CSMs for final signature.
- Updated Town of Pittsfield's zoning map.
- Created a population map for Health and Human Services Dept. for a drug prevention grant application.
- Met with other BCPC staff to plan for BC PALS participation in the BC 200th birthday celebration.
 - Helped staff a Planning Commission table at the event.
- Attended the American Planning Association's Wisconsin Chapter annual conference in Madison on October 8th and 9th.
 - Attended sessions about industrial redevelopment, community engagement for comprehensive planning, new technology in planning, and Wisconsin planning legal updates around new state legislation and judicial decisions over the past year.
- Worked with other BCPC staff to apply for a 2019 Wisconsin Coastal Management Program grant.
 - The application proposes to create a watershed plan for the Baird Creek watershed. This effort will assist the Brown County Land and Water Conservation Department in completing plans for all the subwatersheds in the Lower Fox River Basin. If the grant is awarded, staff would begin the work in July of 2019.

Brown County Comprehensive Plan

- Developed project scope and timeline for completion, tentatively projected for fall of 2019.

- Worked with other staff to revise CPP (Citizen Participation Plan) to present to the BCPC at the October meeting.
- Worked with other staff on developing the website.

Safe Harbors Study

- Completed quarterly reporting to WDOA for grant progress.
- Continue writing report for study.
- Site visits to public launch areas.
- Attended Renard Island end use design charrette and presentation on October 17th and 18th.

Town of Wrightstown Comp Plan

- Reviewed all final draft chapters with the Town Plan Commission on October 1, 2018.
 - Staff will collect final comments from the plan commission members at the November meeting.
- Visited several sites in the Town that are having, or have recently had, stormwater issues on October 29th, in an effort to help the Town figure out the different options for future action on this issue.

Town of Green Bay Area Development Plan

- Presented comments and concerns at the October plan commission meeting on October 16th.
 - BCPC staff will work through more design alternatives that could be used in an overlay zone at the November meeting.
- Met with the Town's lawyer on October 5th to review draft ordinance language, and highlight any other possible issues.

Brown County Chapter 980 Committee

The 980 Committee is part of WI State Statutes §980.08 (supervised release for sexually violent persons), which requires that the county of residence for a person subject to release as directed by a court in that statute shall establish a committee to prepare a report identifying a residence for that person to be released to. The committee must include a local probation or parole officer, Corporation Counsel, and the department responsible for land information. The statute establishes criteria for release, and sets distances for how close the person under supervised release shall be allowed to different community facilities and locations.

- Met with the Brown County 980 Committee on October 5th.
- Updated map of 1,500' buffer areas for the committee.

The recent major planning activities of Todd Mead, Senior Housing Planner:

- Prepared and ordered one (1) interim site inspection for a Northeastern Wisconsin Community Development Block Grant (CDBG) Housing Loan Program client.
- Prepared and ordered one (1) initial Housing Quality Standard (HQS) inspection for a CDBG client.
- Prepared and ordered seven (7) final site inspections for CDBG clients.
- Prepared and ordered one (1) lead-based paint clearance for a CDBG client.
- Met with six (6) CDBG clients and the contractors to prepare them for their future rehabilitation projects.
- Opened two (2) new CDBG applications.
- Prepared and closed seven (7) CDBG Housing Rehabilitation Loans.
- Prepared one (1) CDBG Environmental Review.

- Prepared and corresponded with four (4) bid documents to CDBG applicants for future rehab projects.
- Reviewed and prepared one (1) mortgage amendment for an existing CDBG client due to project final changes.
- Reviewed and prepared one (1) mortgage loan satisfaction for an existing CDBG client due to project change orders or payoffs.
- Continued training our Planner I – Housing Position.
- Attended staff meetings.
- Prepared for and attended a Brown County Lead Coalition Meeting.
- Prepared for and attended a Brown County Lead Coalition booth at a Downtown Green Bay Saturday Morning Farmer's Market to promote lead-based paint awareness.
- Prepared for and attended an APA Planning Workshop in Madison.
- Prepared, organized and submitted 3rd Quarter CDBG reporting to Wisconsin Dept of Administration (WDOA).
- Continued to work on new and existing applicant files from Northeastern Wisconsin CDBG counties.
- Continued to work on new and existing applicant files from Brown County RLF Program.
- Continued general outreach and marketing efforts for our RLF and CDBG-Housing Loan Programs.

The recent major planning activities of Adam Kofoed, Planner I Housing:

- Prepared and ordered two (2) housing quality standards (HQS) inspections for NE Wisconsin Regional Community Development Block Grant (CDBG) clients.
- Prepared documents for two (2) loan closing meetings.
- Assisted Todd with two (2) CDBG clients' loan closings and closed one (1) loan as the main notary closer.
- Finalized and completed one (1) change order and met with the clients to amend their loan.
- Opened and reviewed three (3) new CDBG applications.
- Assisted in preparing and closing three (3) CDBG Housing Rehabilitation Loans.
- Prepared and sent eight (8) CDBG Housing Rehabilitation Loan Applications.
- Organized seven (7) loan files for potential State of Wisconsin DOA audit reviews.
- Prepared and corresponded with five (5) bid document(s) to CDBG applicants for future rehab projects.
- Prepared and received approval for emergency review procedures on three (3) urgent rehabilitation loans.
- Attended staff meetings.
- Maintained new and existing applicant files from Northeastern Wisconsin CDBG counties.
- Continued general outreach and marketing efforts for our RLF and CDBG-Housing Loan Programs.
- Updated the NE Wisconsin Rehabilitation Loan Program contractor contact list to assist clients with receiving bids.
- Started researching and preparing documents on the role of housing authorities.

The recent major planning activities of Jeff DuMez, GIS/Land Records Coordinator:

- Continued to assisting Public Safety Communications (PSC) with the 911 Computer Aided Dispatch project, addressing & street issues, and other tasks. Ran several "refreshes" to update information in the new system for testing purposes. Also participating in most weekly conference calls. Working with local municipalities, police, and fire departments to verify response recommendations and code them into GIS. This continues to be a focus.
- Continued to participate in the Land Records System upgrade project. Participated in meetings as needed.
- Nearly completed a 3-year Land Information Plan as required by state program statutes. Performed a "peer review" on two other county plans (Dane and Milwaukee).
- Made thousands of edits to the GIS database (addresses, streets, fire/police areas, etc.)
- Assisted the planners with the county comprehensive planning effort.
- Participated in Brown County's 200 year celebration at the museum
- Provided GIS information for various county departments as needed.
- Created a new "sex offender restriction zone" map for the Town of Morrison
- Provided GIS data or other services for private businesses, local governments, state and federal agencies.
- Assisted many other people with miscellaneous service, data, and training requests.
- Attended staff meetings as needed.

The recent major planning activities of Ker Vang, Planner I (GIS/Transportation):

- Assigned an address in the Town of Pittsfield.
- Obtained bus stop data from Green Bay Metro. Converted bus stop data into excel format and geocoded the bus stop locations.
- Provided current bus stop locations to a staff at the Village of Bellevue.
- Provided current bus route data to a staff at Bay Lake Regional Planning Commission.
- Calculated total population within the paratransit area boundary in the Village of Bellevue and City of Green Bay using the 2010 Census data for Green Bay Metro.
- Updated route 12 map (departure and arrival times for Saturday schedule).
- Updated routes 5, 7, and 13 in the transit route guide and maps that are distributed to the bus drivers.
- Updated transit route maps 5, 7, and 13 and Title VI maps for the 2019-2023 Transit Development Plan.
- Created a map showing the Full Service Route System and the parks that are participating in the city's Chill Chaser for Green Bay Metro.
- Geocoded student address locations and created maps identifying student within 1 mile and 2 miles radius of each school in the west and east De Pere school districts. Created a shape file layer identifying the locations of crossing guard and mapped the crossing guard locations with the student address locations.
- Participated in the webinar, Addressing Bicycle-Vehicle Conflicts with Alternate Signal Control Strategies, on October 16.
- Watched the webinar, Barriers to "New Mobility": A Community-Informed Approach to Smart Cities Technology.
- Attended the Green Bay Active Communities Alliance bi-monthly meeting on October 3.
- Posted weekly construction projects on the Transportation website in the month of October.
- Reviewed and become familiar with WordPress for hosting information about the Brown County Comprehensive Plan update.
- Updated meeting minutes and agendas on the planning website.
- Posted announcements on Facebook and twitter as needed.

- Participated in MPO staff meeting as required.
- Participated in PALS staff meetings monthly.

The recent major planning activities of Karl Mueller, Planner I (Transportation):

- Assigned one (1) address for the Town of Pittsfield.
- Underwent training for ArcGIS Pro.
- Updated the curb ramp data set for the Metropolitan Planning Area.
- Continued creating and editing maps of ADA non-compliant curb ramps across the Metropolitan Planning Area.
- Created a map of bicycle facilities in Brown County.
- Attended the Wisconsin APA conference in Madison on October 8th and 9th.
- Collected pictures at/around kiosks along the Fox River Trail for use in the Wayfinding map and online interactive map.
- Met with staff from the Brown County Parks Department and Friends of the Fox River Trail to review the Fox River Trail Wayfinding Map. Final edits were made to the map and the completed map was sent for print.
- Created a layout, and added components and elements to the *Boost Brown County* wordpress page.
- Reviewed "ADA Transition Plans: A Guide to Best Management Practices".
- Participated in the webinar, "Using Location Intelligence to Improve your Planning Process" on October 18th.
- Met with representatives from ESRI to review ArcGIS Online tools for community outreach and engagement.
- Developed a list of components and items to include in the ADA Transition Plan for the Metropolitan Planning Area.
- Collected disability data across Brown County census tracts; used GIS to visualize disability demographic data across the Metropolitan Planning Area.
- Began collecting information on existing specialized transportation services for use in the ADA Transition Plan.
- Reviewed the "2016 Coordinated Public Transit-Human Services Transportation Plan for Brown County, Wisconsin".
- Completed administrative tasks, as necessary.
- Participated in the FHWA's webinar, "Strategies for Accelerating Multimodal Project Delivery" on October 31st.
- Attended regular BCPC staff meetings.



PORT & RESOURCE RECOVERY DEPARTMENT

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DEAN R. HAEN
DIRECTOR

PROCEEDINGS OF THE BROWN COUNTY SOLID WASTE BOARD

A regular meeting was held on **Monday September 17, 2018**
at the Brown County Resource Recovery Facility, 2561 S Broadway, Green Bay, WI 54304

1) Call to Order:

The meeting was called to order by Solid Waste Board Vice-Chair Mark VandenBusch at 2:30 pm.

2) Roll Call:

Present: Mark VandenBusch, Vice-Chair
Bud Harris
Dave Landwehr
Michael Lefebvre
Mike VanLanen

Excused: John Katers, Chair
Bill Seleen
Doug Martin
Norb Dantine

Also Present: Dean Haen, Brown County P&RR
Mark Walter, Brown County P&RR
Chad Doverspike, Brown County P&RR
Patti Cole, Brown County P&RR
Brad Allen, representing resident A. Hoffmann
Chris Anderson, Foth

3) Approval/Modification – Meeting Agenda

Mark Walter noted that the Agenda had two items numbered 10. The second item should be renumbered to 11. **A motion to approve the agenda as amended was made by Mike VanLanen and seconded by Mike Lefebvre. Unanimously approved.**

4) Approval/Modification – Meeting Minutes of July 30, 2018

A motion to approve the July 30, 2018 meeting minutes was made by Mike Lefebvre and seconded by Mike VanLanen. Unanimously approved.

5) Announcements/Communications

Dean Haen announced that Chair John Katers is excused because he is attending the groundbreaking for the new Science, Technology, Engineering and Math (STEM) building at UW-Green Bay.

Mr. Haen invited the Solid Waste Board (SWB) members to the Customer Appreciation Days at the Port & Resource Recovery facilities on September 18 and 19.

6) 2019 Budget

Since the last meeting, Dean met with the Finance Department and the County Executive regarding the 2019 Budget. The budget will advance unchanged with the next step for budget approval at the PD&T meeting in October, and the County Board meeting in November. Mr. Haen presented the revised Statement of Funds.

7) South Landfill Timeline and Response to Observed Groundwater Exceedances

Mr. Haen presented a timeline itemizing the response activities to the South Landfill groundwater exceedances. Baseline monitoring was conducted at the Brown County South Landfill (BCSL) project site in advance of the resubmittal of the Plan of Operation (POO). The 2018 sampling results indicated the presence of trichloroethylene (TCE) and methylene chloride. Detections of TCE were unexpected as there were no TCE detections during previous baseline sampling activities in the 1990s and the site is undeveloped. Brown County investigated and determined the introduced contaminants were only in the baseline monitoring wells, and working with the Wisconsin Department of Natural Resources prepared a Response Plan, consisting of a timeline and procedures for confirming the introduced contaminants were from purchased bailers and the contaminants were isolated. WDNR and Brown County agreed to laboratory test the purchased bailers, collect soil samples from replacement well MW-10A, do additional groundwater sampling and sample private wells.

The results of the *Response Plan* testing indicate that the methylene chloride and TCE resulted from dedicated bailers that were installed in November 2017. The bailers were assembled using glue containing methylene chloride and TCE, per the safety data sheets obtained. The bailers have been removed and there is no longer any ongoing contamination occurring. The affected wells were bailed a total of eight times, all methylene chloride and TCE results are now below the WDNR Enforcement Standards (ES) and the extent of the detections of methylene chloride has decreased from 19 to 6 monitoring wells and TCE detections have decreased from 21 to 4 monitoring wells.

No TCE or methylene chloride was found anywhere else onsite, in private wells or in adjacent soil. A follow-up meeting with WDNR is scheduled and Brown County will be seeking a DNR response concurring that Brown County has acted timely and appropriately in addition to modifications to baseline monitoring program.

The Solid Waste Board recommended tracking the costs associated with the introduced contaminants for possible future action.

8) Director's Report

Volatile market prices, greater demand from local paper companies, and requests from out of county companies are prompting the department to seek higher prices for corrugated cardboard. Mark Walter noted that the BOW uses the pricing from the Official Board Markets ("Yellow Sheet") to set the Tri-County Recycling TIP fees. Dave Landwehr asked whether the county should enter into purchasing contracts with customers that formalize that the county's prices be pinned to commodity markets. Bud Harris recommended being flexible with our pricing. Dave Landwehr noted that if multiple companies are looking for our cardboard, then we should make

sure we're not playing favorites. Mr. Walter cautioned that we have been selling to local companies for years and have relationships with them. Mr. Walter will evaluate whether having a formal agreement would perform better or be more risky.

Outagamie County has hired a new Recycling and Resource Recovery Administrator. Outagamie County has been having staffing issues and is currently staffed at 70%.

Mr. Walter reported that markets are so tight that no contaminants are allowed in the loads now. Even though the food packaging industry urged the acceptance of food stained paper, recycling plants don't want it in the stream. Mr. Walter announced that we will see more from the "Recycle Right" campaign in the future. People have been putting everything in the recycling without thinking, and the residue rate is up from 6% to 8% the last couple of years. The "Recycle Right" campaign seeks to get people to pay more attention to the rules. If you don't know whether something should be recycled, then throw it out instead.

Chad Doverspike disclosed that our vendors have stopped accepting wood waste.

The DNR has raised the limit of solid waste that can be accepted at the Waste Transfer Station to 1250 tons per day. Mr. Doverspike verified that in the month of August, the Brown County Waste Transfer Station accepted a record high of 16,400 tons. We can expect even more customers, due to wet basements and the strong economy.

Mr. Haen passed out an article from the *Wrightstown Spirit* newspaper from Wednesday September 12, 2018 entitled "Town of Holland considering lawsuit against Brown County." The article reported on the September meeting of Holland's Town Board. The article indicated that the Town Board expressed concern that test results of water contamination near the South Landfill in the Town of Holland were not unveiled to the public. The Town Attorney was directed to check out options to get Brown County to "comply with the contract and notify the town of actions that pertain to the operations of the landfill". Other concerns in the article surround the application by the Dynamic Group for a conditional use permit for a proposed digester and the town's comprehensive plan.

Mr. Haen responded that the Holland Town Board did not attempt to speak to us and the quotes made representing Mr. Haen and the County are inaccurate. Additionally, Mr. Haen understands the Town's concerns regarding the digester project; some of these concerns could be addressed in the Brown County/Dynamic Group land lease should the Town be interested. This offer has been made by Brown County to the Town.

9) Such other Matters as Authorized by Law

The next meeting, normally held on the third Monday of the month, could tentatively be switched to the public meeting for Renard Island on October 2 or the charrette workshop dates on October 16-18.

No other matters.

10) Closed Session – Deliberating the Purchase of Public Property
a. OPEN SESSION

A motion to go into closed session was made by Dave Landwehr and seconded by Mike VanLanen. Unanimously approved. All non-Board members were escorted from the room.

b. CONVENE INTO CLOSED SESSION

i. Roll Call for the Closed Session:

Present: Mark VandenBusch, Vice-Chair
Bud Harris
Dave Landwehr
Michael Lefebvre
Mike VanLanen

Excused: John Katers, Chair
Bill Seleen
Doug Martin
Norb Dantine

Also Present: Dean Haen, Brown County P&RR
Mark Walter, Brown County P&RR
Chad Doverspike, Brown County P&RR
Patti Cole, Brown County P&RR

c. RECONVENE INTO OPEN SESSION

A motion to return to Open Session was made by Mike VanLanen and seconded by Dave Landwehr. Unanimously approved. All non-Board members returned to the room.

A motion that the Solid Waste Board has no interest in purchasing property adjacent to county-owned land in the Town of Holland was made by Dave Landwehr and seconded by Mike VanLanen. Unanimously approved.

11) Adjourn

A motion to adjourn was made by Mike VanLanen and seconded by Mike Lefebvre. Unanimously approved. Meeting adjourned at 3:30 pm.

John Katers, Chairman
Solid Waste Board

Dean R. Haen, Director
Port & Resource Recovery Department



PORT & RESOURCE RECOVERY DEPARTMENT

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DEAN R. HAEN
DIRECTOR

PROCEEDINGS OF THE BROWN COUNTY SOLID WASTE BOARD

A regular meeting was held on **Monday November 26, 2018**
at the Brown County Resource Recovery Facility, 2561 S Broadway, Green Bay, WI 54304

1) Call to Order:

The meeting was called to order by Solid Waste Board Vice-Chair Mark VandenBusch at 2:30 pm.

2) Roll Call:

Present: Mark VandenBusch, Vice-Chair
Bud Harris
Norb Dantinne
Dave Landwehr
Michael Lefebvre
Doug Martin
Bill Seleen

Excused: John Katers, Chair
Mike VanLanen

Also Present: Dean Haen, Brown County P&RR
Mark Walter, Brown County P&RR
Chad Doverspike, Brown County P&RR
Patti Cole, Brown County P&RR

3) Approval/Modification – Meeting Agenda

A motion to approve the agenda as amended was made by Norb Dantinne and seconded by Dave Landwehr. Unanimously approved.

4) Approval/Modification - Meeting Minutes of September 17, 2018

A motion to approve the September 17, 2018 meeting minutes was made by Dave Landwehr and seconded by Mike Lefebvre. Unanimously approved.

5) Announcements/Communications

No announcements or communications were made at this time.

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6) 2018 3rd Quarter Budget Status Report

Dean Haen informed the Board that tipping fee revenues were up due to a larger than expected tonnage collected, while the revenue collected from the gas to energy process was lower, but higher than expenses.

A motion to approve the 2018 3rd Quarter Budget was made by Norb Dantinne and seconded by Mike Lefebvre. Unanimously approved.

7) Hoffman Property

Dean Haen reminded the Solid Waste Board of its past actions regarding the Hoffman property with the most recent actions being that they were no longer interested in acquiring the property. Previous Board action involved an offer to purchase made by the Seller at \$170,000 and approved twice in past actions of the Board. However, the property owner later decided to rescind the original offer to sell.

Prior to the offer, each party did an appraisal and then agreed to a third appraisal because the individual appraisals were significantly different. Hoffman is claiming the Board followed the property value protection provisions of the Landfill Siting Agreement between the Town of Holland and Brown County. The property value protection provisions are activated when the landfill is open. Both parties followed reasonable procedures in determining a value for the property with no agreement by either party that the other was obligated to sell or buy. Mr. Haen then described the attorney representing the Hoffman's Freedom of Information Act claims, and how the County Corporation Counsel's office has been preparing to provide these items. Mr. Haen was confident that the suit would be handled by Corporation Counsel, and that it would be dismissed after it is shown that the Department has committed no wrongdoing.

8) Scale/Building Changes

Chad Doverspike brought to the Board's attention the fact that the Waste Transfer Station has experienced an increased number of customers and that various improvements have been made, and more are in the process. Mr. Doverspike noted that so far the entranceway has been widened and the turnaround area has been improved. In 2019, further improvements are planned including the addition of a second scale which will include a semi-automated system involving RFID cards carried by primary account holders. Also, the scale house building will be modified in order to give the operator a better view of both scales and the vehicle unloading area. This way anyone who may be placing refuse in an incorrect area can be corrected via a speaker system.

Mr. Doverspike then explained that the technology involved in this system would need to be monitored to decide if the benefits would outweigh the costs. Mark Walter then stated that the Department is looking at updated software that would be required for this new system. The Department wants to that the software would be able to handle all items accepted at the transfer station, and that cred it card would be integrated into the scale software. The Department is currently in the process of identifying a software/scale combination that would be able to handle all requirements that the transfer station would need. Mr. Walter then brought to the Board's attention the fact that any improvements made at the waste transfer station would eventually need to be made to the South Landfill, and it is therefore important to keep this in mind while

determining the software integration into the scale, so that any future improvements at the South Landfill are consistent with the transfer stations.

9) 2019 Budget

Dean Haen noted that the 2019 Budget was approved by the County Board and that no changes are required.

10) South Landfill Timeline and Response to Observed Groundwater ES Exceedances

Dean Haen brought to the Board's attention a letter submitted to the Department of Natural Resources and the subsequent Department response regarding groundwater contaminants, stating that the DNR agrees that the groundwater exceedances are being correctly addressed, and that the Department agrees that the balers used were the source of the trichloroethylene (TCE) and methylene chloride observed in the monitoring wells. The department also believes that the County has taken the economically and technically feasible steps required to maintain acceptable groundwater levels of these compounds.

Mr. Haen then stated that the County will continue the remaining four rounds of baseline monitoring for volatile organic compounds (VOCs) and ensure that their levels remain within acceptable parameters.

Mr. Haen then explained that the County is dealing with the costs of the cleanup, and he has inquired with Corporation Counsel as to whether or not the manufacturer of these balers is liable for damages. Corporation Counsel's response is that the County must prove that the balers were known by the manufacturer to be used in the intended application. Mr. Haen then noted that this issue is one that will be looked upon in the future, and that it remains open.

11) South Landfill Town of Holland Local Monitoring Committee Legal Correspondence

Dean Haen began by calling attention to a letter from Quarles & Brady, the law firm representing the Town of Holland, regarding Brown County's correspondence concerning contaminants in the groundwater. Mr. Haen stated that the letter asks for a meeting between the Town and the County, which he stated is agreeable, as the two parties both agreed to hold up to two meetings per year. Additionally the letter calls attention to a claim that the County has violated what is known as Wisconsin's "Spills Law," or the Wisconsin Hazardous Substances Spill Law, which requires immediate notification to the DNR of a hazardous substance release. Mr. Haen pointed out the fact that the exceedance levels of TCE and methylene chloride were not considered releases to public property, as the compounds in question were not exposed to any external locations, they only affected the monitoring wells in which the balers were installed.

Mr. Haen reviewed a letter the County's attorney wrote in response to the first letter, which states the fact that these contaminants are not considered a public property hazardous materials release. Mr. Haen also noted that the property in question is not a landfill currently in operation, and is therefore not subject to the Landfill Siting Agreement. Mr. Haen then brought attention to a third letter, a letter from Quarles & Brady. This letter states that the Town of Holland would like to agree to disagree with the County on a select number of various points of contention, and they would like to move forward, and have a meeting that is currently scheduled for January 14, 2018.

Mr. Haen then brought the Board's attention to an event that occurred recently, which involves Foth and GEI, a subcontractor to Foth for the County. GEI has been tasked with completing the wetland delineation. GEI made an electronic submittal to the DNR concerning the

aforementioned delineation without notifying the County of the submittal. Mr. Haen informed Foth and GEI of our communication responsibilities to the Holland landfill monitoring committee. This submission needed to be provided to the County, so the County could inform the Town. Adherence to the agreement provision must be followed and staff continues to work towards fail-safe policies and procedures.

12) Director's Report

Mark Walter stated that recycling markets remain low, and that they show no signs of increasing any time soon. Mr. Walter was then asked whether or not Chinese companies were going to be building paper recycling plants within Wisconsin, and Mr. Walter replied in the affirmative that that was indeed the case, and that they would be used as a source of pulp to supply their own paper plants. Mr. Walter was confident that recycling markets would once again come back in the future, as the recycling market is largely cyclical.

13) Such other Matters as Authorized by Law

The next meeting, normally held on the third Monday of the month, could tentatively be December 17, 2018.

No other matters.

14) Adjourn

A motion to adjourn was made by Norb Dantine and seconded by Dave Landwehr .
Unanimously approved. Meeting adjourned at 3:13 pm.

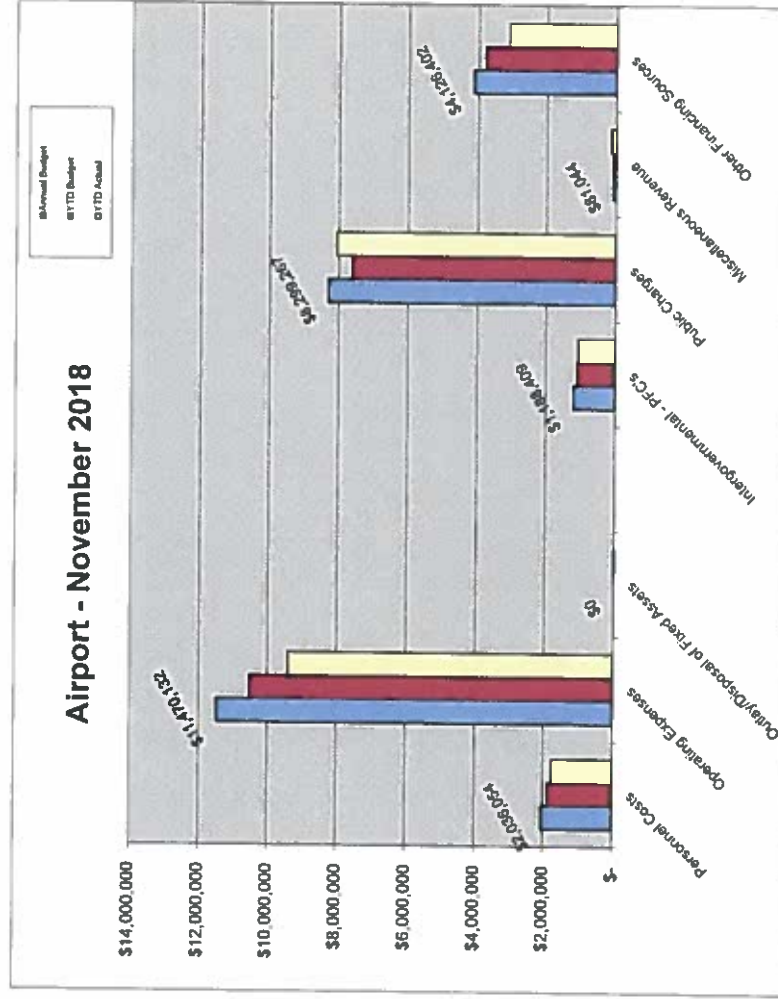
John Katers, Chairman
Solid Waste Board

Dean R. Haen, Director
Port & Resource Recovery Department

**Brown County
Airport
Budget Status Report**

	Annual Budget	YTD Budget	YTD Actual
Personnel Costs	\$2,038,054	\$1,866,383	\$1,741,404
Operating Expenses	\$11,470,132	\$10,514,288	\$9,400,229
Outlay/Disposal of Fixed Assets	\$0	\$0	-\$34,866
Intergovernmental - PFC's	\$1,168,409	\$1,089,375	\$1,054,035
Public Charges	\$8,299,267	\$7,607,861	\$8,060,495
Miscellaneous Revenue	\$81,044	\$74,290	\$138,657
Other Financing Sources	\$4,128,402	\$3,782,535	\$3,087,019

HIGHLIGHTS
 Expenses continue to trend under budget.
 Revenue projections on course to be met at year end.
 2018 passengers totalled 652,357, up 12.2% over 2017 total passengers.



Brown County - Planning
Budget Status Report
November 30, 2018

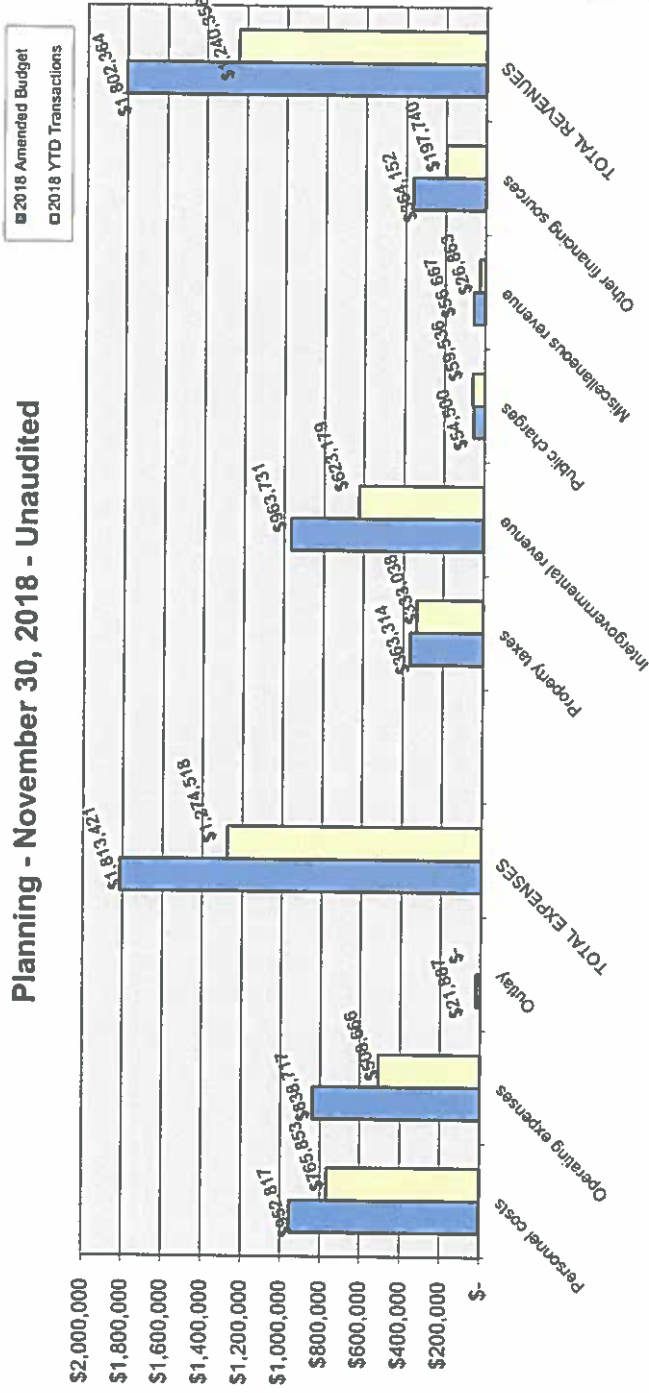
	2018 Amended Budget	2018 YTD Transactions	2017 Amended Budget	2017 YTD Transactions
Personnel costs	\$ 952,817	\$ 765,853	\$ 824,384	\$ 707,199
Operating expenses	\$ 838,717	\$ 508,666	\$ 194,745	\$ 154,976
Outlay	\$ 21,887	\$ -	\$ -	\$ -
TOTAL EXPENSES	\$ 1,813,421	\$ 1,274,518	\$ 1,019,129	\$ 862,176
Property taxes	\$ 363,314	\$ 333,038	\$ 264,983	\$ 242,901
Intergovernmental revenue	\$ 963,731	\$ 623,179	\$ 417,410	\$ 360,952
Public charges	\$ 54,500	\$ 59,536	\$ 53,850	\$ 62,878
Miscellaneous revenue	\$ 56,667	\$ 26,863	\$ 26,667	\$ 26,698
Other financing sources	\$ 364,152	\$ 197,740	\$ 256,219	\$ 181,535
TOTAL REVENUES	\$ 1,802,364	\$ 1,240,356	\$ 1,019,129	\$ 874,964

HIGHLIGHTS:

Expenditures: All categories are progressing as anticipated.

Revenues: All categories are at or near expectations.

Planning - November 30, 2018 - Unaudited



**Brown County - Property Listing
Budget Status Report
November 30, 2018**

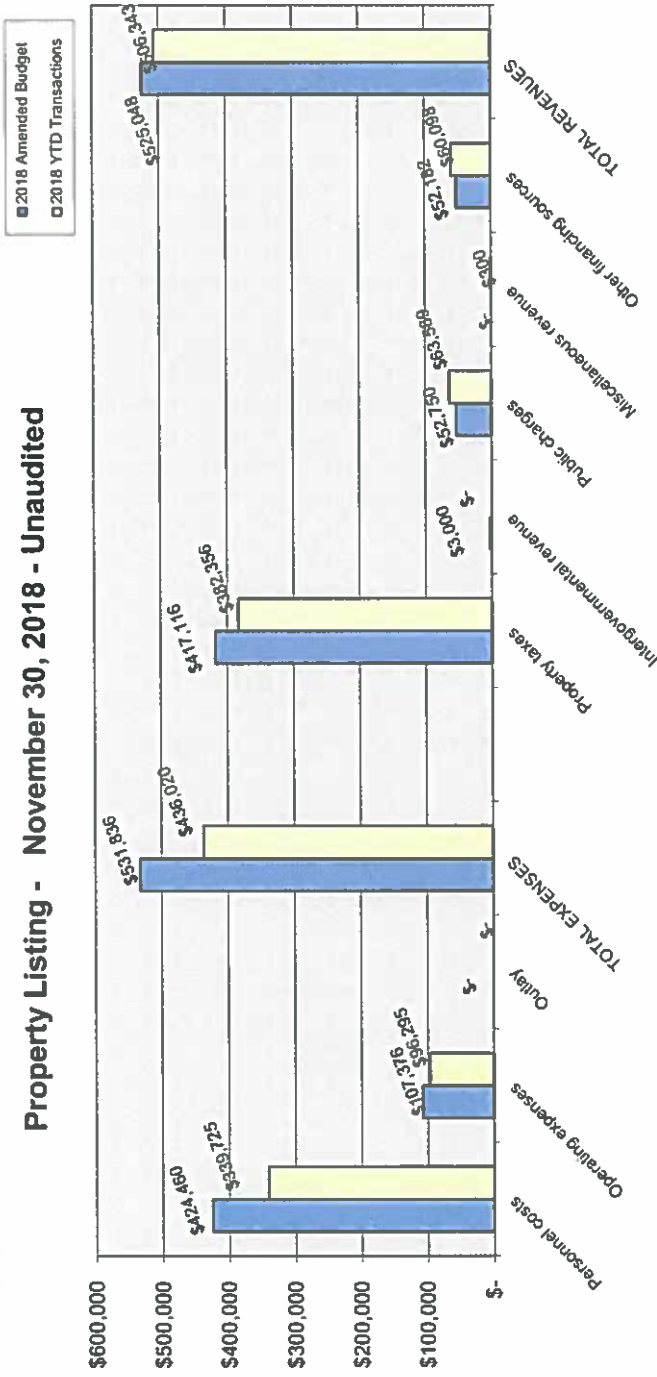
	2018 Amended Budget	2018 YTD Transactions	2017 Amended Budget	2017 YTD Transactions
Personnel costs	\$ 424,460	\$ 339,725	\$ 411,237	\$ 371,947
Operating expenses	\$ 107,376	\$ 96,295	\$ 101,041	\$ 87,877
Outlay	\$ -	\$ -	\$ 32,950	\$ 32,715
TOTAL EXPENSES	\$ 531,836	\$ 436,020	\$ 545,228	\$ 492,539
Property taxes	\$ 417,116	\$ 382,356	\$ 348,530	\$ 319,486
Intergovernmental revenue	\$ 3,000	\$ -	\$ 5,996	\$ 2,899
Public charges	\$ 52,750	\$ 63,589	\$ 50,750	\$ 55,471
Miscellaneous revenue	\$ -	\$ 300	\$ -	\$ 3,300
Other financing sources	\$ 52,182	\$ 60,098	\$ 139,952	\$ 129,083
TOTAL REVENUES	\$ 525,048	\$ 506,343	\$ 545,228	\$ 510,238

HIGHLIGHTS:

Expenditures: All expenditures are within anticipated levels.

Revenues: All revenues are progressing as anticipated.

Property Listing - November 30, 2018 - Unaudited



Brown County - Zoning
Budget Status Report
November 30, 2018

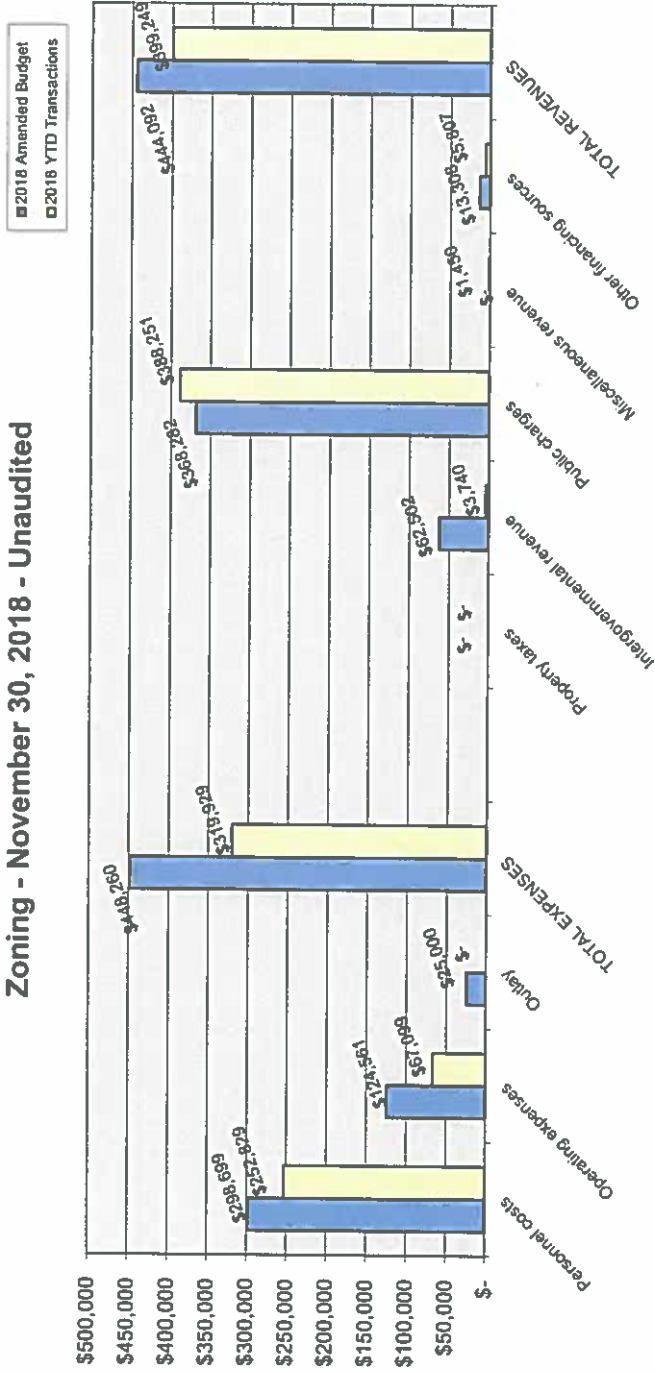
	2018 Amended Budget	2018 YTD Transactions	2017 Amended Budget	2017 YTD Transactions
Personnel costs	\$ 298,699	\$ 252,829	\$ 276,609	\$ 239,826
Operating expenses	\$ 124,561	\$ 67,099	\$ 149,690	\$ 65,911
Outlay	\$ 25,000	\$ -	\$ -	\$ -
TOTAL EXPENSES	\$ 448,260	\$ 319,929	\$ 426,299	\$ 305,736
Property taxes	\$ -	\$ -	\$ -	\$ -
Intergovernmental revenue	\$ 62,502	\$ 3,740	\$ 87,292	\$ 6,346
Public charges	\$ 368,282	\$ 388,251	\$ 334,532	\$ 358,195
Miscellaneous revenue	\$ -	\$ 1,450	\$ -	\$ 2,529
Other financing sources	\$ 13,308	\$ 5,807	\$ 4,475	\$ 682
TOTAL REVENUES	\$ 444,092	\$ 399,249	\$ 426,299	\$ 367,752

HIGHLIGHTS:

Expenditures: All categories are progressing as anticipated.

Revenues: Public charges for P.O.W.T.S. program are progressing as planned.

Zoning - November 30, 2018 - Unaudited



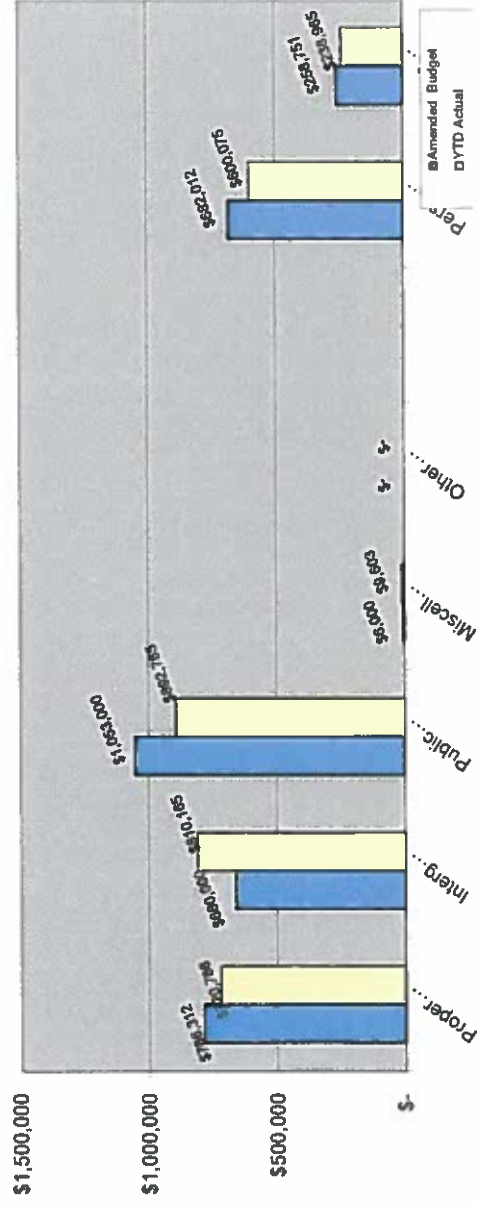
Brown County
Register of Deeds
Budget Status Report (Unaudited)
Fiscal year through 11/30/2018

	Amended Budget	YTD Actual	Percent of Budget
Property Taxes	\$ 786,312	\$ 720,786	91.7%
Intergovernmental Rev	\$ 660,000	\$ 810,165	122.8%
Public Charges	\$ 1,053,000	\$ 892,765	84.8%
Miscellaneous Rev	\$ 6,000	\$ 9,603	160.1%
Other Financing Sources	\$ -	\$ -	0.0%
Personnel Costs	\$ 682,012	\$ 600,075	88.0%
Operating Exp	\$ 258,751	\$ 238,965	92.4%

HIGHLIGHTS:

Expenditures: All categories are progressing as anticipated
Revenues: All categories are at or near expectations.
With interest rates rising recordings are down, however, transfer fees for sales were up, this has kept us positive.

Register of Deeds - Through 11/30/2018 Unaudited



BOARD OF SUPERVISORS

Brown County



BROWN COUNTY
BOARD OF SUPERVISORS
GREEN BAY, WISCONSIN

Meeting Date:

12-19-18

Committee:

Public Safety Committee,



PDT

Committee

Motion from the Floor/Late Communication

I make the following ~~motion~~/late communication:

This is my request for the Facilities

Director to attend February Public Safety

Committee meeting to report on the following:

① Courthouse Security update, ~~and~~ copper roof updt

and maintenance at Courthouse.

Signed:

Rich Schull

District No.

24

(Please deliver to County Clerk after motion is made for recording into minutes.)



Turning
Brown

Green

9

So.



**BROWN COUNTY
BOARD OF SUPERVISORS
COURT HOUSE
GREEN BAY, WISCONSIN**

BROWN COUNTY BOARD OF SUPERVISORS

Meeting Date: 12-14-18

Referral Agenda No.: Executive

Communication ~~Motion~~ from the Floor

I make the following motion:

In order to prevent future Landfill Siting Agreement violations by Brown County, that Port and Resource Recovery Director Dean Haen work with Corporation Counsel to review past violations and create a written policy governing any "correspondence, reports and data relating to the Landfill filed with [or received from] the Wisconsin DNR and other governmental agencies by the County and its retained environmental consultants". This policy will ensure all of these communications are shared with the Town of Holland Local Monitoring Committee "at the same time such documents are filed" or "within 10 days of receipt" in accordance with the contract between Brown County and the Town of Holland (quoted text taken directly from the Landfill Siting Agreement of 1998).

Signed: 

District No.: 20

(Please deliver to the County Clerk after the motion is made for recording into the minutes.)

* see Attached

Brown County Timing of Communication Violations of the "Landfill Siting Agreement"

DNR Submittal / Response	Correspondence, Report, or Data relating to the Landfill filed/received with/from the WDNR or Gov Agencies	Date of Brown County Filing or Response	Voluntarily shared with Holland LMC	Date shared with Holland LMC	Violation
construction_permit_S067831-4.PDF	YES	9/30/2011	NO	6/27/2017	YES
Water Resources Application for Project Permits - 3500-053.PDF	YES	6/18/2014	NO	6/27/2017	YES
Attachment A - Construction Erosion and Sediment 3500052a.PDF	YES	6/19/2014	NO	6/27/2017	YES
Attachment B - Post-Construction Storm Water 3500052b.PDF	YES	6/19/2014	NO	6/27/2017	YES
Brown Co Clay Borrow Source FIN 51070.PDF	YES	6/23/2014	NO	6/27/2017	YES
MW 65 abandonment 9 1 16.DOC	YES	9/8/2016	NO	6/27/2017	YES
South Landfill 5-3-17.PDF	YES	5/3/2017	NO	6/27/2017	YES
WDNR approval.PDF	YES	6/1/2017	NO	6/27/2017	YES
Wetland Delineation Confirmation Letter - 2018_04132.PDF	YES	6/5/2018	YES	6/29/2018	YES
MS-Wetland Delineation 10_30_2017.PDF	YES	10/30/2017	YES	11/16/2018	YES
Groundwater Procedure and Timeline.PDF	YES (per Haen email text stating DNR submittal)	8/21/2018	YES	8/23/2018	YES
BC Landfill Form 4400-231 Synergy Dec 2017, Feb_April 2018.PDF	YES	8/22/2018	YES	8/24/2018	YES
BC Landfill Form 4400-231 Badger Labs Dec 2017, Feb_April, 2018.PDF	YES	8/22/2018	YES	8/24/2018	YES
BrownCountyLandfill_ArtificialWetlandExemptionSubmittal_20181102.PDF	YES	11/2/2018	YES	12/19/2018	YES
BCSLF_JDRequestFormAssembled_20181129.PDF	YES	11/29/2018	YES	11/30/2018	YES



**BROWN COUNTY
BOARD OF SUPERVISORS
COURT HOUSE
GREEN BAY, WISCONSIN**

BROWN COUNTY BOARD OF SUPERVISORS

Meeting Date: 12-19-18

Referral ~~Agenda No.~~: Executive Committee

Communication

Motion from the Floor

I make the following motion:

That the Brown County Board request that Port and Resource Recovery director Dean Haen follow the recommended communication guidelines specified by Brown County Corporation Counsel (in his November 27, 2018 email to Supervisors Schadewald and Deslauriers) "to notify the WI DNR within 60 days whenever we have a sample that attains or exceeds a groundwater standard, and especially to follow any and all WI DNR recommendations re this issue". This to best protect the health of Brown County families. Director Haen's stated communication plan for future well contamination events (at 3 separate PD&T meetings) will not follow this Corporation Counsel guidance.

Signed: [Signature]

District No.: 20

(Please deliver to the County Clerk after the motion is made for recording into the minutes.)

*see Attached

Date of well contamination discovered by Port and Resource Recovery Department (PRRD)	Number of tests exceeding State statute Preventive Action Limit (PAL)	Number of tests exceeding State statute Enforcement Standard (ES)	Reported to DNR by Port and Resource Recovery	Reported to DNR by Health Department
December 2017	32	5	NO	August 6, 2018
February 2018	38	17	NO	August 6, 2018
April 2018	37	18	NO	August 6, 2018

- * Port and Resource Recovery did not initiate ANY reporting to the DNR for ANY of these State statute exceedances.
- * Supervisor Deslauriers reported this to the Health Department on August 3, 2018 and the Health Department almost immediately reported the contamination to the DNR on August 6, 2018 (9 months after the contamination).
- * Numbers above reflect tests for both Methylene Chloride and Trichloroethylene (TCE). In all, 152 exceedances in over 20 wells.
- * The probable cause of the contamination was not known until September 2018 (10 months after the known contamination). The Port and Resource Recovery hypothesis until then (that Badger Labs was the cause) was wrong.
- * Contamination levels were up to 166 times the State Preventive Action Limit and up to 16 times the State Enforcement Standard.
- * No adjacent landowners who drink from wells were notified by the County until the end of August 2018 (9 months after the known contamination).

If this event were to happen tomorrow, does Port and Resource Recovery Director Dean Haen's communication plan follow Corporation Counsel guidance?

NO, his stated plan at 3 different PD&T meetings for future contamination events would not remotely come close to following the direction given by David Hemery (see attached emails).

Director Haen's most timely plan would have him reporting to the DNR approximately 7 months after the contamination (~ 210 days). This is wildly outside of the Corp Counsel guidance of 60 days.


See the following PD&T minutes:

August: Director Haen -> "in hindsight could have done something sooner, it wouldn't have been much, maybe a month."

October: Director Haen -> "could have reached out 6-8 weeks sooner"

November: Director Haen -> "may be able to shave off some time but would have followed the same path of understanding, reporting and communicating as we did... could have shaved off a couple of weeks but that is all we would have done differently."

RE: Board of Health Meeting / PD&T Referral

DA Hemery, David P.
Tue, 27 Nov 2018 3:46:52 PM -0600
"Steve Desiauriers" <steve@stevedforbc.com>
"Schadewald, Richard J." <Schadewald_RJ@co.brown.wi.us>
 [Learn more](#)

Steve:

The focus of the below email was to respond to your question, ". . .*whether the timeline of actions and communications concerning the well contamination issue at the county owned wells in Holland was in compliance with state statute?*" I opined that the closest applicable law on point is NR 507.30, but that NR 507.30 only applies to owners/operators of landfills, which we are not (at the moment we just own a farm field that we anticipate will become a landfill). However, I also said that it makes sense, even though NR 507.30 doesn't apply here, for Dean H to use the same statutory reporting guidelines as provided in NR 507.30 (to notify DNR within 60 days).

As an aside to answering your question in my response, I *also* offered unsolicited advice (not a directive) to Dean H to notify the WI DNR, *and* the local Health Department, within 60 days whenever we have a sample that attains or exceeds a groundwater standard, and to follow any and all WI DNR recommendations re this issue.

Since that time, in the roughly 3 months that followed, myself and other involved individuals were further educated by the DNR throughout the course of various meetings and phone calls. The DNR informed us that they have requirements/procedures in place that require them to notify the local Health Department when their criteria is met (when the DNR experts receive and evaluate data submitted by a county and conclude there is a need to notify the local Health Department), requirements/procedures that I had not been aware of previously.

Once I learned that the DNR has requirements/procedures in place to notify local health departments when appropriate, I told Dean H via telephone that my advice is now to notify the DNR within 60 days, but to let the DNR use its requirements/procedures to determine whether to notify the local Health Department.

My advice to Dean H remains (even though not required to do this since we are not currently owners/operators of a landfill) to notify the WI DNR within 60 days whenever we have a sample that attains or exceeds a groundwater standard, and

//

especially to follow any and all WI DNR recommendations re this issue. This goes above and beyond statutory and code requirements. I am no longer advising Dean H to *also* report to the local Health Department, as the DNR reports to the local Health Department if/when their experts determine that is appropriate (that there is a real issue, and not a false reading or some other logical explanation).

The DNR has the experts needed to properly analyze whether an incident rises to the level that a local Health Department gets informed. They are well equipped to and commonly deal with underground contaminates, they know different soil/rock profiles and how that affects flow, they know chemicals and they know when something rises to the level of notifying a local Health Department. These things are simply not the Health Department's areas of expertise.

The DNR and the local Health Department have different functions, specialties, training/expertise, authority, knowledge and resources, and (again, after being educated by the DNR that they already have requirements/procedures in place to notify local Health Departments if appropriate) it would be *premature* to notify the local Health Department *prior to* the DNR making the determination that should be done.

I apologize for not updating you when my advice to Dean H changed after meetings/calls with the DNR. Please understand that I represent over 30 departments, as well as committees/boards/. . . , and provide advice throughout the day. Depending on what new information indicates, as information changes my advice may also change. My answer to the question you asked re whether the law was followed didn't change (if it had I would have notified you), but my advice to Dean H did change, and I discussed that with him via telephone – had I instead sent him an email, I may have thought to cc you in as well.

Thanks!

Dave

David P. Hemery, Brown County Corporation Counsel

WI Bar Number: 1033291

Phone: (920) 448-4006

Fax: (920) 448-4003

Mailing Address: P.O. Box 23600, Green Bay, WI 54305-3600

Physical Address: 305 E. Walnut St., Suite 680, Green Bay, WI 54301

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//



From: Hemery, David P.
Sent: Monday, September 3, 2018 5:41 PM
To: 'Steve Deslauriers' <steve@stevedforbc.com>
Cc: Schadewald, Richard J. <Schadewald_RJ@co.brown.wi.us>
Subject: RE: Board of Health Meeting / PD&T Referral

Steve:

You ask, ". . . *whether the timeline of actions and communications concerning the well contamination issue at the county owned wells in Holland was in compliance with state statute?*

The WI Administrative Codes cover this (Statutes usually speak in generalities, and Administrative Codes have the specifics), and the ones on point, the 'NR' Administrative Code Chapters, are found here: https://docs.legis.wisconsin.gov/code/admin_code/nr

NR Chapter 507 is entitled "*Environmental Monitoring for Landfills.*"

NR 507.30 is the closest NR Section on point to this situation, but it covers, "*The owner or operator of a solid waste facility. . .*" As I understand it, we are still in the PRE-solid-waste-facility stages, so whether these CURRENTLY apply is debatable - we own a *potential* landfill, and we do not *operate* a landfill. That said, regardless of whether it is required or not, it could be argued that best practice would be to follow it even if not required.

NR 507.30 reads as follows:

Notification and response when values attain or exceed a standard. The owner or operator of a solid waste facility shall notify the department in writing and respond as follows when a groundwater standard at the point of standards application or an explosive gas level has been attained or exceeded at the following devices:

- (1) All groundwater monitoring wells.
- (a) The owner or operator shall notify the department in writing if any value attains or exceeds a groundwater standard. The notification shall specify the parameters for which standards have been attained or exceeded and the wells at which the standard was attained or exceeded and it shall provide a preliminary analysis of the cause and

significance of each concentration in accordance with s. NR 140.24 (1) (a) or 140.26 (1) (a). The sampling results and 2 copies of the notification shall be submitted to the department within 60 days from the end of the sampling period.

So, Owners/Operators of solid waste facilities (landfills) need to notify the WI DNR within 60 days after a sample attains or exceeds a groundwater standard. I again need to note that whether owner/operator applies to us is debatable. I do not have the time at the moment to delve into that, but preliminary research indicates we are not currently an owner/operator of a landfill.

Going forward, my advice to Dean H will be to notify the WI DNR, and the local Health Department, within 60 days whenever we have a sample that attains or exceeds a groundwater standard, and to follow any and all WI DNR recommendations re this issue. The 60 days gives time to compile and provide the required preliminary analysis to the WI DNR.

As far as attending the BOH meeting on 09-11-2018 to get the most complete information on what happened from the time of the contamination to what is happening now, I rely on meetings with staff and the WI DNR to obtain that info, and have not had any issues to date. I appreciate the invitation, but my current workload is heavy at the moment (hence typing this at 5:30 pm on Labor Day J), and with Exec Comm the night before and Co Bd the next week, I will likely not attend the BOH meeting so I can focus on other matters (I am short my Deputy Corp Counsel at the moment as well, she is currently the interim HR Director).

Thanks!

Dave

David P. Hemery, Brown County Corporation Counsel

WI Bar Number: 1033291

Phone: (920) 448-4006

Fax: (920) 448-4003

Mailing Address: P.O. Box 23600, Green Bay, WI 54305-3600

Physical Address: 305 E. Walnut St., Suite 680, Green Bay, WI 54301

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From: Steve Deslauriers <steve@stevedforbc.com>
Sent: Monday, September 3, 2018 9:46 AM
To: Hemery, David P. <David.Hemery@co.brown.wi.us>
Cc: Schadewald, Richard J. <Schadewald_RJ@co.brown.wi.us>
Subject: Board of Health Meeting / PD&T Referral

Hello David,

I made a motion (passed 3-0 with Erickson abstaining) at the last PD&T meeting asking for a report from you on whether the timeline of actions and communications concerning the well contamination issue at the county owned wells in Holland was in compliance with state statute.

The next meeting addressing the issue will be the Board of Health meeting on September 11th. I will be reporting to the BOH and I am expecting that Director Haen will also be there and reporting as well.

Can you please plan on attending? This meeting will likely be the best resource for you to get the most complete information on what happened from the time of the contamination to what is happening now.

Thank you for considering and hope you had a nice holiday weekend David,
Steve

Steve Deslauriers
Brown County Board Supervisor
District 20
(920) 770-3501
Steve@SteveDforBC.com
www.SteveDforBC.com
www.facebook.com/CommunityForSteveD



February 20, 2019

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION REGARDING TABLE OF ORGANIZATION CHANGE
UW EXTENSION LTE LIFE SKILLS EDUCATOR

WHEREAS, the U.W. Extension received grant funding for an LTE Life Skills Educator position ("Position") to implement Rent Smart, a tenant education program in Brown County. This program will help individuals who have little to no rental experience, have difficulty obtaining rental housing and/or are perceived to be high-risk tenants; and

WHEREAS, the funding will cover the salary and fringe benefits of the Position, and the amount remaining will cover the cost of related supplies, marketing, and training; and

WHEREAS, should the funding be eliminated, the Position will end and be eliminated from the U.W. Extension table of organization; and

WHEREAS, Human Resources, in conjunction with the U.W. Extension, recommends the addition of a 0.11 FTE LTE Life Skills Educator to the U.W. Extension table of organization.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the addition of 0.11 FTE LTE Life Skills Educator to the U.W. Extension table of organization is hereby approved as described above and below in the "Budget Impact" section of this Resolution; and

BE IT FURTHER RESOLVED, that, should funding for the Position end, said Position shall end and shall be eliminated from the U.W. Extension table of organization.

Budget Impact:

UW Extension

Partial Budget Impact (3/01/19 – 12/31/19)	FTE	Addition/ Deletion	Salary	Fringe	Total
LTE Life Skills Educator					
\$18.00/hr Position # TBD					
Hours: 220	0.11	Addition	\$3,351	\$353	\$3,704
Funding from the Greater Green Bay Community Foundation					\$(3,704)
Partial Budget Impact					\$0.00

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
LTE Life Skills Educator					
\$18.00/hr Position # TBD					
Hours: 220	0.11	Addition	\$3,960	\$417	\$4,377
Funding from the Greater Green Bay Community Foundation					\$(4,377)
Annualized Budget Impact					\$0.00

Fiscal Note: Fiscal Note: This resolution does not require an appropriation from the General Fund. The position is offset by a grant from the Greater Green Bay Community Foundation.

Respectfully submitted,
 PLANNING, DEVELOPMENT &
 TRANSPORTATION COMMITTEE
 EXECUTIVE COMMITTEE

Approved By: _____

 TROY STRECKENBACH
 COUNTY EXECUTIVE

Date Signed: _____

Authored by Human Resources
 Approved by Corporation Counsel

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
BORCHARDT	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KAster	16				
VAN DYCK	17				
LINSSEN	18				
KNEISZEL	19				
DESLAURIERS	20				
TRAN	21				
MOYNIHAN, JR.	22				
SUENNEN	23				
SCHADEWALD	24				
LUND	25				
DENEYS	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

HUMAN RESOURCES

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 1-18-2019
REQUEST TO: Planning, Development & Transportation, Executive, and County Board
MEETING DATE: 1/28/19, 2/11/19 and 2/20/19, respectively
REQUEST FROM: Judy Knudsen
UW-Extension
REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance
TITLE: Resolution Regarding Table of Organization Change for UW Extension LTE Life Skills Educator

ISSUE/BACKGROUND INFORMATION:

UW-Extension received a \$10,000 grant from the Greater Green Bay Community Foundation to implement Rent Smart, a tenant education program, in Brown County.

ACTION REQUESTED:

Add a 0.11 FTE – LTE Life Skills Educator to the UW Extension table of organization.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. What is the amount of the fiscal impact? \$4,377
2. Is it currently budgeted? ☐ Yes ☒ No ☐ N/A (if \$0 fiscal impact)
 - a. If yes, in which account? _____
 - b. If no, how will the impact be funded? Greater Green Bay Community Foundation grant
 - c. If funding is from an external source, is it one-time ☐ or continuous? ☒
3. Please provide supporting documentation of fiscal impact determination.

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

18-134

BUDGET ADJUSTMENT REQUEST

Category

Approval Level

- | | |
|--|--|
| <input type="checkbox"/> 1 Reallocation from one account to another in the same level of appropriation
<input type="checkbox"/> 2 Reallocation due to a technical correction that could include:
• Reallocation to another account strictly for tracking or accounting purposes
• Allocation of budgeted prior year grant not completed in the prior year
<input type="checkbox"/> 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation
<input type="checkbox"/> 4 Any change in appropriation from an official action taken by the County Board (i.e., resolution, ordinance change, etc.)
<input type="checkbox"/> 5 a) Reallocation of <u>up to 10%</u> of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts)
<input type="checkbox"/> 5 b) Reallocation of <u>more than 10%</u> of the funds originally appropriated between any of the levels of appropriation.
<input type="checkbox"/> 6 Reallocation between two or more departments, regardless of amount
<input checked="" type="checkbox"/> 7 Any increase in expenses with an offsetting increase in revenue
<input type="checkbox"/> 8 Any allocation from a department's fund balance
<input type="checkbox"/> 9 Any allocation from the County's General Fund (<i>requires separate Resolution</i>) | Dept Head
Director of Admin

County Exec

County Exec

Admin Committee

Oversight Comm
2/3 County Board

Oversight Comm
2/3 County Board

Oversight Comm
2/3 County Board

Oversight Comm
2/3 County Board

Oversight Comm
Admin Committee
2/3 County Board |
|--|--|

Justification for Budget Change:

2018 Brown County Port received a Wisconsin Coastal Management Program (WCMP) federal grant in 2018 to complete an end-use plan for Renard Island. The grant has a 60% match requirement that will be met by cash funding and in-kind contributions from McDonald Companies, NEW Water, WPS, Renard Island End-Use Committee, and Brown County Port.

Amount: \$105,000

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	650.078.304.4301	Renard Island-Federal Grant Revenue	\$44,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	650.078.304.4309	Renard Island-Other Grant Revenue	\$40,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	650.078.304.9004	Renard Island-Intrafund Transfer In	\$21,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	650.078.304.5708	Renard Island-Professional Services	\$104,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	650.078.304.9003.400	Renard Island-Transfer Out Wages	\$1,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	650.078.001.9002.400	Port Operations-Transfer In Wages	\$1,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	650.078.001.9005	Port Operations-Intrafund Transfer Out	\$21,000
<input type="checkbox"/>	<input checked="" type="checkbox"/>	650.3000	Port-Unrestricted Fund Balance	\$21,000

AUTHORIZATIONS

Signature of Department Head
 Department: Port + RR
 Date: 11-28-18

Signature of DOA or Executive
 Date: 11/28/18

Tentative South Landfill Timeline										
	2016	2017	2018	2019	2020	2021	2022	2023	2024	
Leachate Treatment Study	X									
Feasibility Determination (modification not necessary)		X								
Plan of Operation Submittal			X	X						
Plan of Operation WDNR Review				X						
Leachate Treatment and Discharge Agreements			X	X						
Wetland Delineation and Determination		X	X							
Excavating Clay - continuous	X	X	X	X	X	X	X	X	X	
Clay Stockpile Determination - part of POO			X	X						
Evaluate Public or Private LF Construction & LF Operation				X						
Bid out Construction (facilities and landfill)					X					
Evaluation - Beneficial Use of LF Gas					X					
Purchase Capital (if public)					X		X			
Table organization changes approval and hiring (if public)				X		X				
Construct cell & infrastructure					X	X				
Open Facility							X			



Green Bay Location

2121 Innovation Court, Suite 300
P.O. Box 5126 • De Pere, WI 54115-5126
(920) 497-2500 • Fax: (920) 497-8516
www.foth.com

January 7, 2019

Mr. Brian Van Straten, Director
Outagamie County Recycling & Solid Waste Department
1419 Holland Road
Appleton, WI 54911-8985

Dear Mr. Van Straten:

RE: Outagamie County Northeast Area 6 Landfill
Remaining Airspace – January 1, 2019

Please find enclosed Figures A through E which document the remaining airspace in the Northeast Area 6 Landfill (NELF) as of November 28, 2018 (date of latest aerial flight performed by Sidwell Company). Airspace calculations are based on the proposed top of waste grades submitted to the Wisconsin Department of Natural Resources (WDNR) in the December 2009 Plan of Operation for the NELF. In addition, a projected remaining airspace for the end of 2018 is provided.

Remaining Airspace (11-28-18)

Figure A depicts the existing grades on November 22, 2017 (aerial survey). Figure B shows the existing grades based on the November 28, 2018 aerial survey. Figure C is an isopach map representing the difference between the November 22, 2017 existing grades and the November 28, 2018 existing grades.

Figure D shows the proposed top of waste grades based on the December 2009 Plan of Operation for the NELF prepared by Foth Infrastructure & Environment, LLC (Foth). Figure E is an isopach map representing the difference between the proposed top of waste grades and the November 28, 2018 existing grades.

As shown on Figure E, the remaining airspace in the NELF (as of November 28, 2018) is estimated to be **3,428,000** in-place cubic yards (CY).

Waste Densities

Figure C is an isopach map showing the amount of waste placed from November 22, 2017 to November 28, 2018. As shown on Figure C, the total amount of airspace consumed in the NELF from November 22, 2017 to November 28, 2018 is calculated to be ~811,000 in-place CY. The total tonnage of waste placed into the NELF over the same time period is 703,447 tons (based on scale records). Therefore, the density of

\\P_W\IE\Documents\Clients\Outagamie Co Recyc SW WI\0018O002.00\5000 Client Correspondence\1-1-19 airspace\L-Van Straten
NELF Airspace as of 1-1-2019.docx

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Mr. Brian Van Straten
Outagamie County Recycling & Solid Waste Department
January 7, 2019
Page 2

waste placed in the NELF for the period of November 22, 2017 to November 28, 2018 is estimated to be 1,735 pounds per cubic yard (lb/CY).

The estimated densities are conservative because they do not include materials (i.e., soil cover) placed in the NELF which were not weighed at the landfill scale.

Remaining Airspace (1-1-19)

A total of ~50,021 tons of waste was placed in the NELF from November 28, 2018 to December 31, 2018 based on scale records. The 50,021 tons is estimated to consume 57,661 CY (based on a density of 1,735 lb/CY). Therefore, the estimated remaining airspace in the NELF as of January 1, 2019 is 3,428,000 in-place CY minus 57,661 CY or **3,370,339 in-place CY**. This converts to **2,923,769 tons** (assuming a density of 1,735 lb/CY).

Table 1 summarizes the remaining airspace in the NELF. The average monthly airspace consumed from November 22, 2017 to December 31, 2018 is ~65,510 CY or ~786,119 CY per year. Therefore, the remaining site life (as of December 31, 2018) in the NELF is 4.3 years based on a filling rate of 786,119 CY/year.

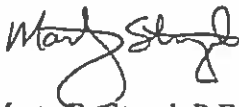
Future Landfill Capacity

There will be a transition period when the NELF approaches its final capacity. Foth recommends having additional landfill capacity available a minimum of one year prior to the NELF reaching final capacity. Based on current filling rates, the date which additional landfill capacity will be needed is January 1, 2022. We recommend planning for a 2-year construction schedule starting in 2020.

If you have any questions, please contact me at your convenience.

Sincerely,

Foth Infrastructure & Environment, LLC



Marty R. Sturzl, P.E.
Technical Advisor



Christopher A. Anderson, P.E.
Senior Client Manager

Enclosures

Table 1
Remaining Landfill Airspace (as of 1/1/19)
Outagamie County Northeast Area 6 Landfill

Landfill Phase	Plan of Operation Permitted Airspace (CY, see note 1)	Remaining Airspace as of 11/28/18 (CY, see note 2)	Airspace used from 11/28/18 to 12/31/18 (CY, see notes 3 & 4)	Total Remaining Airspace as of 1/1/19 (CY)	Total Remaining Airspace as of 1/1/19 (Tons, see note 5)	Total Estimated Remaining Site Life (Years, see note 6)
1	2,131,000	426,000	0	426,000	369,555	0.5
2	1,922,000	1,154,000	0	1,154,000	1,001,095	1.5
3	3,902,000	1,848,000	57,661	1,790,339	1,553,119	2.3
Total	7,955,000	3,428,000	57,661	3,370,339	2,923,769	4.3

Notes:

1. Approved airspace from December 2009 Plan of Operation (POO) for the Northeast Area 6 Landfill.
2. Remaining airspace is the difference between the existing grade based on the 11/28/18 aerial survey and the proposed top of waste grade from the POO.
3. Airspace used from 11/28/18 to 12/31/18 calculated from tonnage information obtained from Outagamie County. Assume all waste placed in Phase 3.
4. Calculated using scale receipt summary from Outagamie County and an estimated MSW density of 1.735 lb/CY.
5. Tonnage based on a projected density of 1.735 lb/CY.
6. Total remaining site life based on an annual projected airspace consumption of 786,119 CY per year.

Prepared by: MRS
Checked by: JOW





GRADES REPRESENT TOP OF WASTE GRADES FROM PLAN OF OPERATION



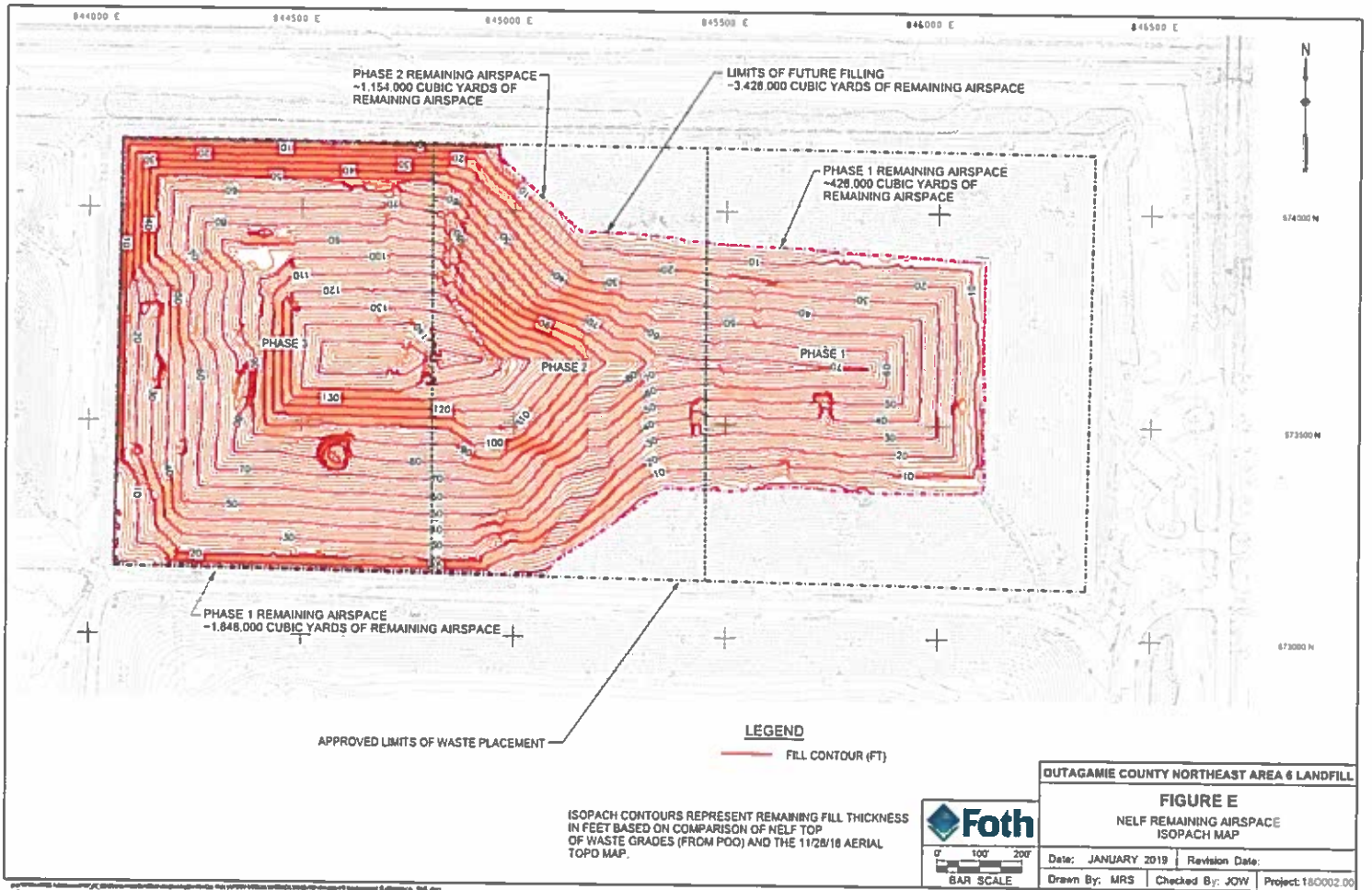
OUTAGAMIE COUNTY NORTHEAST AREA 6 LANDFILL

FIGURE D
TOP OF WASTE GRADES

Date: JANUARY 2019	Revision Date:
Drawn By: MRS	Checked By: JGW
Project: 180002.00	

per I:\Projects\180002\180002.dwg
1/2/2019 10:00 AM
180002.dwg
1/2/2019 10:00 AM
180002.dwg

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Port & Resource Recovery Department

Director's Report

January 2019

2019 Public Communication Plans for Port and Resource Recovery were approved by Harbor Commission and Solid Waste Board. Leonard & Finco is the public relations firm and both plans include various advertising.

2019 Port Symposium will be held March 19, 2019.

Remote Bridge Operations – The 2019 shipping season will see the three downtown bridges operated by one operator in the Walnut Street bridge. The other two bridges will be staffed for the 2019 season as the pilot operations are tested.

BOW Planning Effort – BOW staff have determined that the BOW partnership has saved municipalities and private companies millions of dollars. BOW staff has determined the BOW partnership should continue beyond the existing agreement. The existing agreement may be amended or a new agreement executed, until then the existing agreement will involve opening the south landfill in 2022. Any change from the existing agreement will take support from all three County Executives, Solid Waste Boards and County Boards.

South Landfill Public vs. Private Construction and Operation Evaluation – Staff is gathering data from public and private sources. Foth will review data and Schenk or another financial expert will conduct a third party evaluation.

Pulliam Plant – Brown County Planning Department has started the land use study that will be completed by July 2019. Meetings and discussions with WE Energies regarding the future use of the WPS Pulliam Plant will resume when planning incorporates WE Energies revised site plan identifying infrastructure and land that needs to remain WE Energies. The Port's main interest is that the property be used for its highest and best use as industrial-related port property with rail and interstate connections.

Renard Island End-use Plan – Concept designs and all associated features are being vetted for regulatory, engineering and economics. Final design expected in March at the full County Board meeting. PDT and Harbor Commission will meet prior to County Board for approval.

Open Position Form
Port and Resource Recovery Department

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Unfilled Reason

**EMPLOYEE'S WORKING OVER 12 HRS. IN A 24 HR. PERIOD REPORT
BROWN COUNTY AUSTIN STRAUBEL INTERNATIONAL AIRPORT**

January - 2019

EMPLOYEE NAME	DATE	HOURS WORKED-24 HR. PERIOD	REASON
Joshua Bukovic	12/31/18	12	Snow/Ice
Cody Domke	12/31/18	12.25	Snow/Ice
Doug Hacker	12/31/18	12.25	Snow/Ice
James Mutz	12/31/18	12.25	Snow/Ice
Richard Powers	12/31/18	12.25	Snow/Ice
Dave Tomlinson	1/7/19	12.75	Snow/Ice
Zachery Weihert	1/7/19	12.25	Snow/Ice

BROWN COUNTY
GREEN BAY AUSTIN STRAUBEL INT'L AIRPORT

Departmental Openings Summary

To: Planning, Development & Transportation Committee

From: Airport

1/21/2019

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Unfilled Reason
----------	--------------	--------------------	--------------	-----------------

2:10 PM

1/21/2019

BUDGET ADJUSTMENT REQUEST

CategoryApproval Level

- ☐ 1 Reallocation from one account to another in the same level of appropriation Dept Head
- ☐ 2 Reallocation due to a technical correction that could include:
 • Reallocation to another account strictly for tracking or accounting purposes
 • Allocation of budgeted prior year grant not completed in the prior year Director of Admin
- ☐ 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation County Exec
- ☐ 4 Any change in appropriation from an official action taken by the County Board (i.e., resolution, ordinance change, etc.) County Exec
- ☐ 5 a) Reallocation of up to 10% of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts). Admin Comm
- ☒ 5 b) Reallocation of more than 10% of the funds originally appropriated between any of the levels of appropriation. Oversight Comm
2/3 County Board
- ☐ 6 Reallocation between two or more departments, regardless of amount Oversight Comm
2/3 County Board
- ☐ 7 Any increase in expenses with an offsetting increase in revenue Oversight Comm
2/3 County Board
- ☐ 8 Any allocation from a department's fund balance Oversight Comm
2/3 County Board
- 9 Any allocation from the County's General Fund (*requires separate Resolution*)
After County Board approval of the resolution, a Category 4 budget adjustment must be prepared. Oversight Comm
Admin Committee
2/3 County Board

Justification for Budget Change:

Use savings in Professional Service Expense to replace (2) New Ice Machines as the current ones stopped working. One at the courthouse and one at the northern building. Also use savings for Phase 1 Environmental Site Assessment.

Fiscal Impact*: \$0

*Enter \$0 if reclassifying previously budgeted funds. Enter actual dollar amount if new revenue or expense.

Increase	Decrease	Account #	Account Title	Amount
<input type="checkbox"/>	<input checked="" type="checkbox"/>	100.054.038.5708	Professional Services	12,324
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.054.038.8110.020	Outlay Equipment	10,074
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.054.038.8110.100	Outlay Other	2,250
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			

AUTHORIZATIONS

UPAD [Signature]
 Signature of Department Head

Department: Public Works
 Date: 1/21/19

[Signature]
 Signature of DOA or Executive
 Date: 1/25/19

PUBLIC WORKS DEPARTMENT
Brown County



2198 GLENDALE AVENUE
GREEN BAY, WI 54303

PHONE (920) 492-4925 FAX (920) 434-4576
EMAIL: bc_highway@co.brown.wi.us

PAUL A. FONTECCHIO, P.E.
DIRECTOR

TO: PD&T Committee
FROM: Paul Fontecchio, P.E.
DATE: January 28, 2019
RE: Intersection Report CTH U & CTH EE

Existing Conditions

The intersection of CTH U & CTH EE is currently a two-way stop condition with CTH U stopping to CTH EE.

Traffic Volumes

Traffic counts were taken the weekdays of the 4th week of October, 2018.

- CTH EE resulted in 2,800 ADT (Average Daily Traffic)
- CTH U resulted in 1,247 ADT

Speed

85th Percentile Speeds were recorded the weekdays of the 4th week of October, 2018.

- CTH EE resulted in 60 mph
- CTH U resulted in 55 mph

There is no warrant to lower the speed limits on CTH U or CTH EE near the location of the intersection.

All Way Stop

The Manual of Uniform Traffic Control Devices (MUTCD) must be followed per Wisconsin State Statute 84.02 on all public highways in the state. Section 2B.07 of the MUTCD outlines the criteria that should be considered for a multi-way stop sign installation.

Per the Wisconsin Traffic Engineering, Operations and Safety Manual (TEOpS) section 13-26,

"WisDOT has maintained a philosophy that emphasizes minimal use All Way Stop Control (AWSC) as a permanent traffic control method. This philosophy is based on the concept of maintaining mobility by allowing traffic to "free-flow" as much as possible. Also, all STHs in Wisconsin are statutorily designated as "through" highways, and typically should not be stopped without strong justification. AWSC should be considered

only after other less restrictive options have been evaluated and determined not to be feasible."

The intersection does not meet warrants for an all-way stop condition, and therefore cannot be considered at this location.

Crash History

7/25/06 – Injuries (one incapacitating) – NB CTH U failed to yield (no detailed report)
9/8/06 – Injuries – SB CTH U failed to yield (no detailed report)
12/5/08 – Property Damage – SB ran stop sign hit EB
11/29/09 – 4 Injuries (three incapacitating) – SB ran stop sign hit EB
7/17/10 – 1 Injury (incapacitating) – SB ran stop sign hit WB
8/23/13 – 1 Fatality, 1 Injury (incapacitating) – NB ran stop sign hit WB
11/4/16 – 2 Fatalities – NB ran stop sign hit by WB
10/3/18 – Property Damage – SB failed to stop hit stopped SB vehicle
10/17/18 – Property Damage – NB ran stop sign hit opposite side stop sign (skid marks started at NB stop sign)
10/28/18 – 2 Injuries – SB ran stop sign hit EB

The crash history data on this specific intersection shows ongoing incidents of drivers not stopping for the stop signs in both the northbound and southbound direction on CTH U that have resulted in property damage, incapacitating injuries, and three fatalities over the past 12 years of data.

CRSP Recommendation

The Brown County Road Safety Plan (CRSP) analyzed five years (2013 – 2017) of crash records for Brown County from the Wisconsin Department of Transportation.

The intersection of CTH U and CTH EE was identified in the CRSP as a higher priority intersection meeting the criteria for transverse rumble strip installation.

Regarding the use of safety countermeasures at an intersection like CTH U and CTH EE, the CRSP references the Wisconsin TEOpS which states in section 2-1-8 an order to countermeasure considerations as a matter of policy:

"Other countermeasures should be considered first, prior to installation of blinker STOP and STOP AHEAD signs, to address safety concerns such as:

- a. Clearing vegetation*
- b. Double-marking STOP or STOP AHEAD signs*
- c. Flags on signs*
- d. Rumble strips*
- e. Increasing sign sizes*
- f. Flashing beacons*
- g. Others."*

In addition, the CRSP states:

"It is not recommended to place all safety enhancements at one particular location – it has been proven that the right safety strategy at the right location is the most effective way to enhance safety. Installing all safety strategies at one location can be distracting and actually reduce the overall effectiveness of the safety features implemented."

The Concern at CTH U & CTH EE

The safety concern at the intersection of CTH U and CTH EE are the severe right-angle crashes, especially those caused by failing to stop at the stop sign.

Safety Countermeasures

At the intersection of CTH U & CTH EE there is no vegetation obstructing the view of the regulatory signs. Brown County has already taken the next step, which is to double mark the Stop and Stop Ahead signs. Typically flags are put on signs to indicate a change of condition, to alert a driver that signage has recently changed. These would not typically be a long-term countermeasure.

Installing transverse rumble strips is the next logical step to address the fail to stop concern at this intersection.

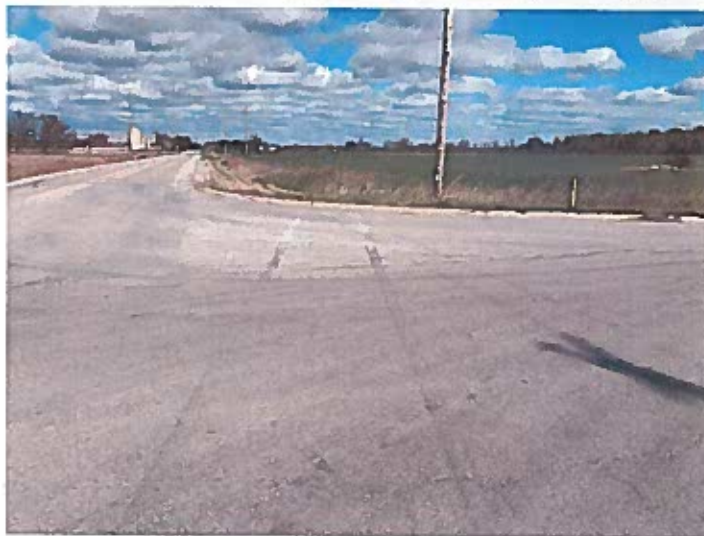
The use of stop condition rumble strips gives the driver who is distracted (visually, manually, or cognitively) the warning that a stop condition is ahead in a physical and audible manner. It is a similar use as centerline and shoulder rumble strips – a physical and audible warning to the distracted driver to stay within their lane to avoid a runoff crash or a head-on collision. While impaired drivers are another matter, these safety treatments may help the impaired driver in a similar manner as the distracted driver.

Increasing sign size and flashing beacons are additional visual alerts to the intersection, but not physical and audible as rumble strips are, and are therefore not as effective as transverse rumble strips which uses two other senses besides visual to alert the driver.

Brown County Public Works (BCPW) installed double stop ahead signs and double stop signs in both the northbound and southbound directions on CTH U in late fall of 2018.

- **10/17/18:** Even with double stop and stop ahead signs, drivers continue to fail to stop at this location. The pictures on the following page show on 10/17/2018 where a driver failed to stop in the northbound direction on CTH U – the skid marks started at the stop signs. This crash was not reported. Nick Uitenbroek and Paul Fontecchio from the Brown County Public Works Department happened upon it on 10/17/18 and took the pictures shown. After checking with both Sheriff Offices (Brown and Outagamie) as well as Lawrence-Hobart Police, there was no report on this incident.

Photos taken 10/17/2018 11:30 AM
Looking Northbound



10/28/18: On Sunday October 28, 2018 at 3:35 pm (a dry cloudy day), a southbound vehicle on CTH U hit an eastbound vehicle on CTH EE. According to the Motor Vehicle Crash Report (attached on the next few pages), the "Witness who saw the crash happen stated she saw Unit 01 drive straight through the intersection. Witness stated Unit 01 didn't appear to slow down prior to the intersection/stop sign."

5BL0W78HL9
O18044120

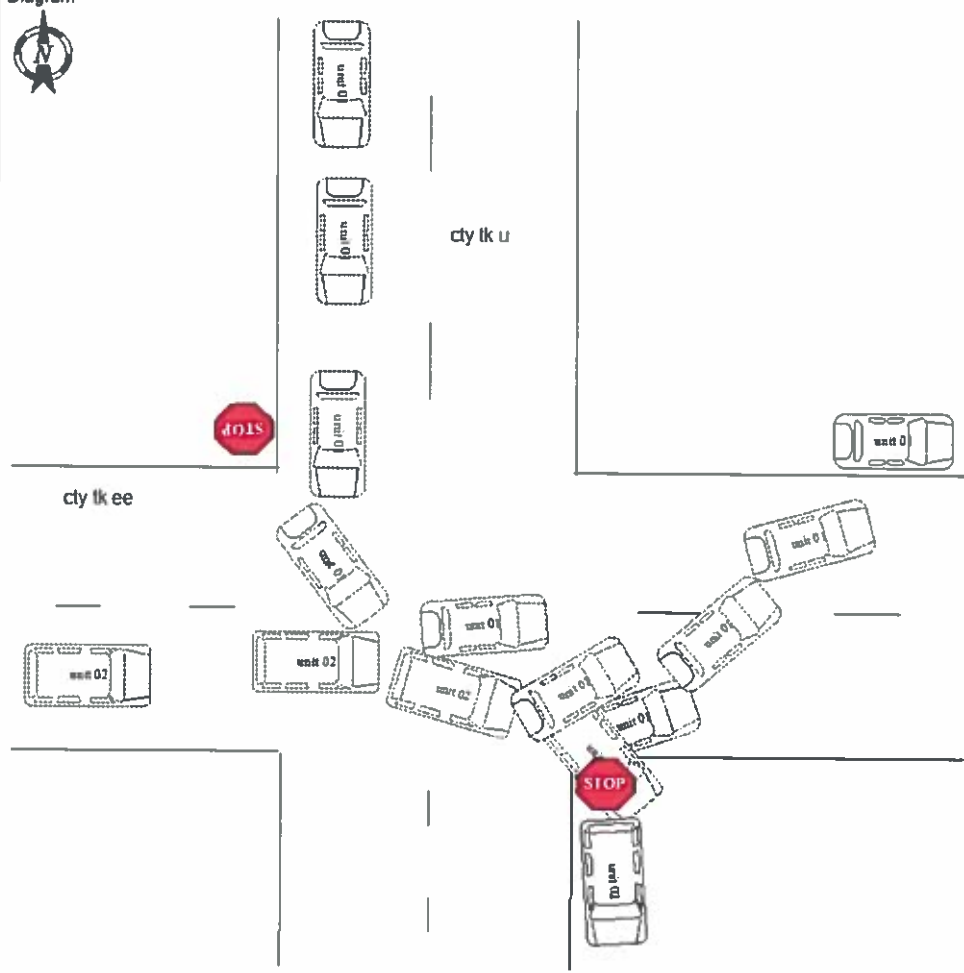
WISCONSIN MOTOR VEHICLE CRASH REPORT

OUTAGAMIE COUNTY SHERIFFS DEPT
320 S WALNUT STREET
APPLETON, WI 54911
(920) 832-5605

5BL0W78HL9

Document Number Override	Primary Crash Document #	Agency Crash Number O18044120	Investigating Officer/Deputy DEPUTY A. RUBSAM	
Crash Date 10/28/2018	Crash Time 03:35 PM	Date Arrived 10/28/2018	Time Arrived 03:51 PM	
Date Notified 10/28/2018	Time Notified 03:44 PM	Total Units 02	Total Injured 02	Total Killed 00
<input type="checkbox"/> On Emergency	<input type="checkbox"/> Hit and Run	<input type="checkbox"/> Lane Closure	<input type="checkbox"/> Work Zone	<input type="checkbox"/> Trailer or Towed
<input type="checkbox"/> Government Property	<input type="checkbox"/> Active School Zone	School Bus Related NO	Tags	
<input checked="" type="checkbox"/> Reportable	Crash Type DT4000 (STANDARD CRASH)		<input type="checkbox"/> Amended	<input type="checkbox"/> Secondary Crash

Description

Diagram 	Reconstruction By Photos By SGT K YANG 271 Additional Information NONE, PHOTOS
--	--

☒ I, a sworn law enforcement officer, agree that I have not added any CJIS data in this report.

UNIT 01 WAS TRAVELING SOUTHBOUND ON CTY TK U AND UNIT 02 WAS TRAVELING EASTBOUND ON CTY TK EE. UNIT 02 ADVISED SHE SAW UNIT 01 TRAVELING AT WHAT APPEARED TO BE A HIGH RATE OF SPEED SOUTHBOUND. UNIT 01 DIDN'T STOP AT STOP SIGN AND STRUCK UNIT 02. WITNESS 01 WHO SAW THE CRASH HAPPEN STATED SHE SAW UNIT 01 DRIVE STRAIGHT THROUGH THE INTERSECTION. WITNESS STATED UNIT 01 DIDN'T APPEAR TO SLOW DOWN PRIOR TO THE INTERSECTION/STOP SIGN. DRIVER OF UNIT 01 WAS TRANSPORTED TO ST VINCENTS HOSPITAL. DAMAGED STOP SIGN WAS TAGGED.

5BL0W78HL9
O18044120

WISCONSIN MOTOR VEHICLE
CRASH REPORT

OUTAGAMIE COUNTY SHERIFFS DEPT
320 S WALNUT STREET
APPLETON, WI 54911
(920) 832-5605

Location

INTERSECTION ON S COUNTY LINE RD/ CTHU SB AT CTHEE SB IN THE TOWN OF ONEIDA IN OUTAGAMIE COUNTY	Latitude 44.444134381	Longitude -88.19051556
	X Coordinate 405266.21875	Y Coordinate 4921893
	Structure Type NO STRUCTURE	

Crash Scene

First Harmful Event MOTOR VEH IN TRANSPORT		First Harmful Event Location ON ROADWAY	
Manner of Collision 08--FRONT TO SIDE		Light Condition DAYLIGHT	
Road Surface Condition(s) DRY		Roadway Factor(s) NONE	
Environment Factor(s) NONE			
Weather Condition(s) CLOUDY			
Animal Type		Relation To Trafficway TRAFFICWAY - ON ROAD	
Crash Classification - Location PUBLIC PROPERTY		Crash Classification - Jurisdiction NO SPECIAL JURISDICTION	
Tribal Land		Access Control NO CONTROL	Special Study
Within Interchange Area NO	Junction Location INTERSECTION	Intersection Type FOUR-WAY INTERSECTION	

Unit Summary

UNIT 01	Unit Status IN TRANSIT		Vehicle Operating As Classification D CLASS		Unit Type AUTOMOBILE	
	Vehicle Type PASSENGER CAR				Operating As Endorsements	
	Total Occs 01	Train/Bus # Injured	Total # Citations Issued 01	Total Trailers 0	Total HazMat Types 0	
	Insurance? YES	Direction Of Travel SOUTHBOUND	<input checked="" type="checkbox"/> Pre Crash Tire Mark	Speed Limit 55	Total Lanes 02	
	Most Harmful Event: Collision With MOTOR VEH IN TRANSPORT		Special Function NO SPECIAL FUNCTION		Emergency Motor Vehicle Use NOT APPLICABLE	
	Traffic Way TWO-WAY, NOT DIVIDED		Traffic Control STOP SIGN		Traffic Control Inoperative/Missing NO	
	Surface Type BLACKTOP (BITUMINOUS)		Road Curvature STRAIGHT		Road Grade LEVEL	
	Truck Bus or HazMat NO					
	VEHICLE 01	Vehicle				
		License Plate Number 987XRX		Plate Type AUT - AUTOMOBILE	St WI	Country of Issuance UNITED STATES
Vehicle Identification Number [REDACTED]		Make NISSAN	Year 2013	Model ALTIMA 2.5		
Color BLK - BLACK		Body Style 4D - 4DR		Bus Use NOT A BUS		
Initial Contact Point 1--RIGHT FRONT CORNER		Vehicle Damage				
Extent Of Damage DISABLING DAMAGE		1--RIGHT FRONT CORNER, 2--RIGHT SIDE FRONT, 4--RIGHT SIDE REAR, 5--RIGHT REAR CORNER, 6--REAR				

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WISCONSIN MOTOR VEHICLE CRASH REPORT

OUTAGAMIE COUNTY SHERIFFS DEPT
320 S WALNUT STREET
APPLETON, WI 54911
(920) 832-5605

UNIT	VEHICLE	Towed Due To Damage TOWED DUE TO DISABLING DAMAGE		Vehicle Removed By SIMPSONS TOWING		
		What Driver Was Doing GOING STRAIGHT		Vehicle Factors		
		Driver Prior Action Other		NOT APPLICABLE		
		Driver Actions FAILED TO YIELD RIGHT-OF-WAY				
01	01	Driver Distractions UNKNOWN IF DISTRACTED				
		Owner Name SHEILA [REDACTED] (414) [REDACTED]		Owner Address [REDACTED] MILWAUKEE, WI 53209 , US		
Sequence Of Events						
UNIT	01	Event MOTOR VEH IN TRANSPORT				
		Event				
		Event				
		Event				
UNIT	04	Policy Holder				
		Insurance Company AMERICAN-FAMILY-INS-CO	Individual SHEILA [REDACTED]			
UNIT	INDIVIDUAL	Individual				
		Driver SHEILA [REDACTED] (414) [REDACTED]	Citations Issued 01	Sex FEMALE		
		Date of Birth [REDACTED] 1970	Race BLACK			
		Address [REDACTED] MILWAUKEE, WI 53209 , US	Driver License Number [REDACTED] STATE: WISCONSIN COUNTRY: UNITED STATES			
01	001	Equipment	On Duty Crash	Safety Equipment		
		Seat Position 1--FRONT SEAT-LEFT SIDE (DRIVER/MOTORCY	SHOULDER & LAP BELT			
		Helmet Use	Helmet Compliance			
		Eye Protection	Tint Compliance			
		Injury	Injury Severity SUSPECTED MINOR INJURY	Airbag DEPLOYED-FRONT		
		Ejected NOT EJECTED	Ejection Path NOT EJECTED/NOT APPLICABL	Trapped/Extricated NOT TRAPPED		

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WISCONSIN MOTOR VEHICLE
CRASH REPORT

OUTAGAMIE COUNTY SHERIFFS DEPT
320 S WALNUT STREET
APPLETON, WI 54911
(920) 832-5605

UNIT INDIVIDUAL 01 001	Medical Transport EMS GROUND		EMS Agency Identifier 6001167		EMS Run # 188493	
	Hospital ST VINCENT HOSP		Date of Death		Time of Death	
	Non Motorist		Striking Unit #	Prior Action	Location	To/From School
	Action					
	Action Other					
	Drug & Alcohol		Suspected Alcohol Use NO		Suspected Drug Use NO	
	Alcohol Test Given TEST NOT GIVEN		Alcohol Test Type		Alcohol Test Results	
	Drug Test Given TEST NOT GIVEN		Drug Test Type		Drug Test Results	
	Drug Type					
	Individual Condition APPEARED NORMAL					
Violations						
01	UTC Number AC499874	Issue To? 001	Statute Number 346.18(3)	Seq Num 001	Description FAIL/YIELD RIGHTWAY FROM STOP SIGN	

Unit Summary

UNIT 02	Unit Status IN TRANSIT		Vehicle Operating As Classification D CLASS		Unit Type AUTOMOBILE	
	Vehicle Type (SPORT) UTILITY VEHICLE				Operating As Endorsements	
	Total Occs 02	Train/Bus # Injured	Total # Citations Issued 0	Total Trailers 0	Total HazMat Types 0	
	Insurance? YES	Direction Of Travel EASTBOUND	<input checked="" type="checkbox"/> Pre Crash Tire Mark	Speed Limit 55	Total Lanes 2	
	Most Harmful Event: Collision With MOTOR VEH IN TRANSPORT		Special Function NO SPECIAL FUNCTION		Emergency Motor Vehicle Use NOT APPLICABLE	
	Traffic Way TWO-WAY, NOT DIVIDED		Traffic Control NO CONTROL		Traffic Control Inoperative/Missing NO	
	Surface Type BLACKTOP (BITUMINOUS)		Road Curvature STRAIGHT		Road Grade LEVEL	
	Truck Bus or HazMat NO					
	Vehicle					
	02	License Plate Number 6N1365		Plate Type ONI - ONEIDA TRIBE	St WI	Country of Issuance UNITED STATES
	Vehicle Identification Number		Make TOYOTA	Year 2007	Model 4RUNNER SR	
	Color BLK - BLACK		Body Style LL - CARRYALL		Bus Use NOT A BUS	

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WISCONSIN MOTOR VEHICLE CRASH REPORT

OUTAGAMIE COUNTY SHERIFFS DEPT
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(920) 832-5605

UNIT	VEHICLE	Initial Contact Point 10--LEFT SIDE FRONT	Vehicle Damage	
		Extent Of Damage DISABLING DAMAGE	7--LEFT REAR CORNER, 8--LEFT SIDE REAR, 10--LEFT SIDE FRONT, 11--LEFT FRONT CORNER, 12--FRONT	
		Towed Due To Damage TOWED DUE TO DISABLING DAMAGE	Vehicle Removed By RON'S TOWING	
		What Driver Was Doing GOING STRAIGHT	Vehicle Factors	
		Driver Prior Action Other	NOT APPLICABLE	
UNIT	VEHICLE	Driver Actions NO CONTRIBUTING ACTION		
		Driver Distractions NOT DISTRACTED		
02	02	Owner Name EDWIN		Owner Address SEYMOUR, WI 54165 , US
Sequence Of Events				
UNIT	01	Event MOTOR VEH IN TRANSPORT		
	02	Event		
	03	Event		
	04	Event		
UNIT	Policy Holder			
	Insurance Company RIVER VALLEY INSURANCE		Individual EDWIN	
UNIT	INDIVIDUAL	Individual		
		Driver APRIL (920)	Citations Issued 0	Sex FEMALE
			Date of Birth 1973	Race INDIAN
		Address SEYMOUR, WI 54165 , US		Driver License Number STATE: WISCONSIN COUNTRY: UNITED STATES
		Equipment		
	On Duty Crash	Safety Equipment RESTRAINT USE UNKNOWN		
	Seat Position 1--FRONT SEAT-LEFT SIDE (DRIVER/MOTORCY	Helmet Compliance		
	Helmet Use	Tint Compliance		
	Eye Protection			

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WISCONSIN MOTOR VEHICLE CRASH REPORT

OUTAGAMIE COUNTY SHERIFFS DEPT
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APPLETON, WI 54911
(920) 832-5605

02	UNIT	INDIVIDUAL	002	Injury	Injury Severity POSSIBLE INJURY		Airbag DEPLOYED-COMBINATION					
			Ejected NOT EJECTED		Ejection Path NOT EJECTED/NOT APPLICABL		Trapped/Extinctated NOT TRAPPED					
			Medical Transport NOT TRANSPORTED		EMS Agency Identifier		EMS Run #					
			Hospital		Date of Death		Time of Death					
			Non Motorist		Striking Unit #		Prior Action		Location		To/From School	
			Action									
			Action Other									
			Drug & Alcohol		Suspected Alcohol Use NO		Suspected Drug Use NO					
			Alcohol Test Given TEST NOT GIVEN		Alcohol Test Type		Alcohol Test Results					
			Drug Test Given TEST NOT GIVEN		Drug Test Type		Drug Test Results					
02	UNIT	INDIVIDUAL	002	Drug Type								
			Individual Condition APPEARED NORMAL									
			Individual									
			Passenger DIANA (920) [REDACTED]				Citations Issued 0		Sex FEMALE			
			Address [REDACTED] SEYMOUR, WI 54165 , US				Date of Birth [REDACTED] 2001		Race INDIAN			
			Driver License Number									
			Equipment		On Duty Crash		Safety Equipment					
			Seat Position 3--FRONT SEAT-RIGHT SIDE (TRAIN ENGINEER		SHOULDER & LAP BELT							
			Helmet Use		Helmet Compliance							
			Eye Protection		Tint Compliance							
02	UNIT	INDIVIDUAL	003	Injury	Injury Severity NO APPARENT INJURY		Airbag DEPLOYED-COMBINATION					
			Ejected NOT EJECTED		Ejection Path NOT EJECTED/NOT APPLICABL		Trapped/Extinctated NOT TRAPPED					
			Medical Transport NOT TRANSPORTED		EMS Agency Identifier		EMS Run #					

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WISCONSIN MOTOR VEHICLE
CRASH REPORT

OUTAGAMIE COUNTY SHERIFFS DEPT
320 S WALNUT STREET
APPLETON, WI 54911
(920) 832-5605

UNIT INDIVIDUAL 02 003	Hospital		Date of Death		Time of Death	
	Non Motorist		Striking Unit #	Prior Action	Location	To/From School
	Action					
	Action Other					
	Drug & Alcohol		Suspected Alcohol Use NO		Suspected Drug Use NO	
	Alcohol Test Given TEST NOT GIVEN		Alcohol Test Type		Alcohol Test Results	
	Drug Test Given TEST NOT GIVEN		Drug Test Type		Drug Test Results	
	Drug Type					
	Individual Condition APPEARED NORMAL					
	Property Owner					
PROP OWNER 01	Government BROWN COUNTY HIGHWAY DEPARTMENT			Address 4870 ALGOMA RD NEW FRANKEN, WI 54229 , US		
	Fixed Objects Struck					
01	Striking Unit 02	Struck Object TRAFFIC SIGN POST			Structure Number	Damage Tag Number 365927
	Witness					
WITN ESS 01	Individual VICTORIA (920)			Address SEYMOUR, WI 54165 , US		Date of Birth 1974

Brown County Public Works has also discussed this intersection with the Outagamie County Highway Department. On 9/30/18, Andy Rowell (Outagamie County Highway Engineer) stated in an email to Brown County:

"From a traffic safety standpoint, based on my review of the past several years of data, I believe rumble strips are a good solution at the CTH EE & U intersection. We also think CTH S & U would be a great location for rumbles, and think a consistent solution, if possible, be done at both intersections. The types of crashes we are seeing at these intersections, based on sheriff crash reports, are that drivers are blatantly failing to stop, many due to inattentive/distracted driving. My thought is that the rumble strip is the best solution because it targets the distracted driving; if a driver is looking down at a phone, they can feel the rumble, but won't see a flashing light if looking down."

The best safety feature to be implemented at the intersection of CTH U and CTH EE is the installation of transverse rumble strips on CTH U at both stop approaches to CTH EE. The rumble strips directly address the primary concern of failing to stop at the stop signs. At a cost of about \$2,500 for both locations, transverse rumble strips are the most effective and least expensive additional feature that can be installed at this location. BCPW plans to install transverse rumble strips on CTH U in both the northbound and southbound direction at CTH EE in early February 2019. BCPW installed a number of transverse rumble strips in the fall of 2018 that were approximately 1/8" to 1/4" shallower than the standard WisDOT detail. It does seem to have reduced the external noise generated by the strips as vehicles pass over them without significantly impacting the effectiveness of the rumble strips.

Further Possible Recommendations

- **Street Lighting:** One further safety countermeasure that could be installed by the Village of Hobart is adding a streetlight at the intersection. While this does not directly address the failing to stop concern (especially during the daytime hours), it is a feature that could be added at a rural intersection that helps safety at night by identifying and illuminating the intersection. Brown County's policy is that street light installation is the responsibility of the local municipality. If the Village of Hobart would like to pursue a street light at this intersection, Brown County Public Works will accommodate the request and work with the Village to facilitate the installation.

PUBLIC WORKS DEPARTMENT
Brown County



2198 GLENDALE AVENUE
GREEN BAY, WI 54303
PHONE (920) 492-4925 FAX (920) 434-4576
EMAIL: bc_highway@co.brown.wi.us

PAUL A. FONTECCHIO, P.E.
DIRECTOR

TO: PD&T Committee
FROM: Paul Fontecchio, P.E.
DATE: January 28, 2019
RE: Intersection Report CTH G & CTH Z

Existing Conditions

The intersection of CTH G & CTH Z is currently a two-way stop condition with CTH Z stopping to CTH G.

Traffic Volumes

Traffic counts were taken the weekdays of the 4th week of October, 2018.

- CTH G resulted in 1,444 ADT (Average Daily Traffic)
- CTH Z resulted in 824 ADT

Speed

85th Percentile Speeds were recorded the weekdays of the 4th week of October, 2018.

- CTH G resulted in 60 mph
- CTH Z resulted in 63 mph (east of the park)
- CTH Z resulted in 49 mph (at the Way-Morr Park entrance east of CTH G, as traffic accelerates/decelerates from/to the intersection)

There is no warrant to lower the speed limits on CTH G or CTH Z near the location of the intersection.

All Way Stop

The Manual of Uniform Traffic Control Devices (MUTCD) must be followed per Wisconsin State Statute 84.02 on all public highways in the state. Section 2B.07 of the MUTCD outlines the criteria that should be considered for a multi-way stop sign installation.

Per the Wisconsin Traffic Engineering, Operations and Safety Manual (TEOpS) section 13-26,

"WisDOT has maintained a philosophy that emphasizes minimal use All Way Stop Control (AWSC) as a permanent traffic control method. This philosophy is based on the concept of maintaining mobility by allowing traffic to "free-flow" as much as possible.

Also, all STHs in Wisconsin are statutorily designated as "through" highways, and typically should not be stopped without strong justification. AWSC should be considered only after other less restrictive options have been evaluated and determined not to be feasible."

The intersection does not meet warrants for an all-way stop condition, and therefore cannot be considered at this location.

Crash History

1987 – 4 Fatalities (From a number of local residents – do not have records to verify)
~~~~~
Mid to Late 1990's – Rumble Strips Installed (based on aerial photos between 1992-2000)
~~~~~
1995 to March 2014 – No Recorded Crashes
3/1/14 – Property Damage
~~~~~
October 2015 – Rumble Strips Removed
~~~~~
11/21/15 – 4 Injuries
10/3/17 – Property Damage
5/26/18 – 1 Injury
7/8/18 – 2 Fatalities

The crash history data on this specific intersection shows that the period of time with the least number of reported crashes is when the rumble strips were in place, and it shows the increase in reported crashes after the rumble strips were filled in.

CRSP Recommendation

The Brown County Road Safety Plan (CRSP) analyzed five years (2013 – 2017) of crash records for Brown County from the Wisconsin Department of Transportation.

The intersection of CTH G and CTH Z was identified in the CRSP as a higher priority intersection meeting the criteria for transverse rumble strip installation.

Regarding the use of safety countermeasures at an intersection like CTH G and CTH Z, the CRSP references the Wisconsin TEOpS which states in section 2-1-8 an order to countermeasure considerations as a matter of policy:

"Other countermeasures should be considered first, prior to installation of blinker STOP and STOP AHEAD signs, to address safety concerns such as:

- a. Clearing vegetation*
- b. Double-marking STOP or STOP AHEAD signs*
- c. Flags on signs*
- d. Rumble strips*
- e. Increasing sign sizes*

f. Flashing beacons

g. Others.”

In addition, the CRSP states:

“It is not recommended to place all safety enhancements at one particular location – it has been proven that the right safety strategy at the right location is the most effective way to enhance safety. Installing all safety strategies at one location can be distracting and actually reduce the overall effectiveness of the safety features implemented.”

The Concern at CTH G & CTH Z

The safety concern at the intersection of CTH G and CTH Z are the severe right-angle crashes, especially those caused by failing to stop at the stop sign.

Safety Countermeasures

At the intersection of CTH G & CTH Z there is no vegetation obstructing the view of the regulatory signs. Brown County has already taken the next step, which is to double mark the Stop and Stop Ahead signs. Typically flags are put on signs to indicate a change of condition, to alert a driver that signage has recently changed. These would not typically be a long-term countermeasure.

Installing transverse rumble strips is the next logical step to address the fail to stop concern at this intersection.

The use of stop condition rumble strips gives the driver who is distracted (visually, manually, or cognitively) the warning that a stop condition is ahead in a physical and audible manner. It is a similar use as centerline and shoulder rumble strips – a physical and audible warning to the distracted driver to stay within their lane to avoid a runoff crash or a head-on collision. While impaired drivers are another matter, these safety treatments may help the impaired driver in a similar manner as the distracted driver.

Increasing sign size and flashing beacons are additional visual alerts to the intersection, but not physical and audible as rumble strips are, and are therefore not as effective as transverse rumble strips which uses two other senses besides visual to alert the driver.

Brown County Public Works (BCPW) installed double stop ahead signs and double stop signs in both the eastbound and westbound directions on CTH Z in late fall of 2018.

Responding to a question posed by Town of Morrison Supervisor Jenny Wasmuth regarding the possibility of a 4-way stop and other items being installed at CTH G & CTH Z, Scott Nelson (WisDOT Traffic Safety Engineer) responded on October 18, 2018:

“If this intersection was within WisDOT jurisdiction (which it is not), WisDOT would follow the requirements of MUTCD 2B.07 prior to considering an all-way stop. Certain volume thresholds are required on approaches to the intersection throughout the day prior to the consideration of an all-way stop. If the volume thresholds are not met, an all-way stop installation cannot be considered at this location.”

"I can understand the human urgency to do something and numerous opinions always exist about what may make a highway safer. However as licensed professional engineers, we need to make data driven decisions on the safest way to handle the traffic. We simply cannot experiment with human lives to see if it works. As engineers, we follow the guidance provided in the MUTCD because it is required by law and we know numerous studies were completed to help determine the safest and most efficient way to handle the traffic. In this situation regarding an all-way stop, we know numerous studies were completed by experts in the Civil Engineering field to determine when this form of traffic control device should be considered. By following the MUTCD, greater consistency is also achieved on roadways throughout the United States, when it comes to the placement of signs, pavement marking, work zone layouts, traffic signal design, etc. to better meet driver's expectations."

The best safety feature to be implemented at the intersection of CTH G and CTH Z is the installation of transverse rumble strips on CTH Z at both stop approaches to CTH G. The rumble strips directly address the primary concern of failing to stop at the stop signs. At a cost of about \$2,500 for both locations, transverse rumble strips are the most effective and least expensive additional feature that can be installed at this location. BCPW plans to install transverse rumble strips on CTH Z in both the eastbound and westbound direction at CTH G in early February 2019. BCPW installed a number of transverse rumble strips in the fall of 2018 that were approximately 1/8" to 1/4" shallower than the standard WisDOT detail. It does seem to have reduced the external noise generated by the strips as vehicles pass over them without significantly impacting the effectiveness of the rumble strips.

Further Possible Recommendations

- **Street Lighting:** One further safety countermeasure that could be installed by the Town of Morrison is adding a streetlight at the intersection. While this does not directly address the failing to stop concern (especially during the daytime hours), it is a feature that could be added at a rural intersection that helps safety at night by identifying and illuminating the intersection. Brown County's policy is that street light installation is the responsibility of the local municipality. If the Town of Morrison would like to pursue a street light at this intersection, Brown County Public Works will accommodate the request and work with the Town to facilitate the installation.

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PAUL A. FONTECCHIO, P.E.
DIRECTOR

TO: PD&T Committee
FROM: Paul Fontecchio, P.E.
DATE: January 28, 2019
RE: 2018 Public Works Annual Report

2018 was a productive and dynamic year for the Public Works Department. In 2018 we saw a historic snowstorm in April, significant flooding with roadway washouts in September, and added unanticipated projects such as the Fox River Papermaking Corridor Project and the STH 29 & CTH VV interchange (the County won a \$20 million Build Grant from the Federal Government for this project). To accommodate these projects, there were significant changes made to a number of capital projects in terms of moving projects to future dates.

Our recent initiatives and policy changes made in 2016, 2017, and early 2018 have led to less employee issues, turnover, and overall moral in both divisions – highway and facilities. The Facility Division completed all of the projects as scheduled, and is on track to meet the division's budget for the year. The Highway Division is projected to be about \$500,000 over budget due shifting capital projects to future years and spring snowstorm (Evelyn) which hit the General Transportation Aid (GTA) funds for approximately \$300,000.

Initiatives

1. County Roadway Safety Plan:

Brown County Public Works had a County Road Safety Plan (CRSP) prepared for all County Highways in Brown County. The CRSP analyzed crash data and identified specific low cost safety projects that are linked to the causation factors associated with the most severe crashes on the County's system of highways. Brown County intends to utilize this report as a starting point for specific safety improvements on the County Highway system. Improvements that can be incorporated into larger resurfacing or reconstruction projects as part of the County's Capital Improvement Plan (CIP) will be built into the project. In addition, the County has budgeted \$50,000 per year in General Transportation Aid funded projects for roadways that are not scheduled for improvement in the CIP. The Safety Plan will also be utilized for future Highway Safety Improvement Program applications to assist the County in securing Federal funding for continued improvements on the County Highway system.

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2. Facility Reorganization:

The Facility Division was reorganized with more direct supervision at the Courthouse Square Campus and the Bayview Campus. The Facility Manager at the Courthouse Square Campus directly supervises the facility mechanics, technicians, workers and housekeepers for that campus. The Facility Manager at the Bayview Campus will be stationed at the Jail and directly supervises the facility mechanics and workers for that campus. The Housekeeping Manager continued to be stationed at the CTC building and will supervise the CTC housekeeping staff. In addition, Public Works hired a new Facility Planning & Project Manager in February of 2018 who was also placed with the Courthouse Square Campus Manager in the Sophie Beaumont Building. These changes provided significantly improved direct supervision at each campus.

3. Highway Fleet/Route Improvement:

The Highway Division continued its improvement of the snow plow fleet and routes by adding three new tow-plows (for a total of five in the fleet for the 2018-2019 winter). The additional tow-plows have freed up other plows/drivers for routes that need to be adjusted based on the 2017-2018 winter operations. The overall fleet was reduced by one plow truck with staff levels remaining the same with one highway crew position that became a mechanic position to better accommodate the new plowing schedules.

4. Facility Contract Cleaning:

The Facility Division prepared a specific contract cleaning services schedule for deep cleaning activities at the Courthouse Square Campus that was included in the 2019 budget. With the current housekeeping staff level at the Courthouse Square Campus we can maintain the typical day to day cleaning activities; however, the deep cleaning activities are not being performed as regularly as they should be. These deep cleaning activities include; carpet cleaning, ceramic tile cleaning, vinyl flooring cleaning, restroom detailing, stairwell resealing, vent cleaning, etc. After the plan has been created, we will include it in the 2019 budget and bid the work out annually.

Projects

A number of projects scheduled for 2018 through 2020 were moved to other years to accommodate and support the investment of other economic development opportunities in the County, including the Fox River Papermaking Corridor Project, Salm Partners/Village of Denmark, and the STH 29 & CTH VV Interchange. In total, \$7.6 million was reallocated from highway project funding (2018-2021) for these other high priority county wide projects.

- 2018 - CTH PP-16 (STH 96 to School Road), a 2.71 centerline mile reconditioning project, was dropped in 2018 to be done at a later date.
- 2018 - CTH XX-16 (East River Bridge), a bridge repair project, was dropped in 2018 to be done at a later date.
- 2018 - CTH T-30 (CTH KB to Blahnik Road), a 5.87 centerline mile reconditioning project, had its project limits changed to (Town Hall Road to Blahnik Road) pushing the section from CTH KB to Town Hall Road (1.8 centerline miles) to 2019.

- 2019 – CTH ZZ-12 & 18 (Clay Street to Tetzlaff Road), a 3.41 centerline mile reconstruction project, was moved back to 2021.
- 2020 – CTH W (South County Line to STH 96), a 7.02 mile reconditioning project, was pushed back to 2021.

The following projects were completed this year by Public Works:

Highway:

- CTH G-33 (Resurfacing from STH 96 to CTH V)
- CTH T-28 (Reconditioning from CTH N to RR Tracks)
- CTH T-30 (Reconditioning from Town Hall Road to Blahnik Road)
- CTH T-27 (Large Pipe Replacement between Pine St. and Highridge Ave.)
- CTH ZZ-15 (Reconstruction from Masse to STH 57)
- CTH ZZ-16 (Bridge Reconstruction over the East River)
- CTH MM-7 (Bridge Reconstruction over Bower Creek)
- CTH G-34 (Intersection Reconstruction)
- CTH X-33 (Emergency Culvert Pipe Replacement)

Facilities:

- Duck Creek HVAC replacement
- Duck Creek temporary morgue building completion
- Duck Creek elevator construction
- Duck Creek sanitarian office space setup
- Duck Creek Health Department Lab construction
- Sophie Beaumont office construction & modifications for Health Department move
- Courthouse east side concrete sidewalk and steps reconstruction
- Northern Building carpet replacement 6th floor
- STEM Innovation Center project management

Other Projects:

- Town of Lawrence Town Hall: Hauled leftover material from the 2017 CTH D project to the Town of Lawrence Town Hall site, filling in the land where they intend to build a new municipal garage.
- Duck Creek North Yard: Cleared trees, constructed a storm water pond, and hauled in road millings from projects to create a north yard at the Duck Creek Highway Shop.



- Fox River Papermaking Corridor: Design efforts for BC Farm fill site and regional stormwater pond as well as site work on the BC Farm.



Other Notable Efforts/Events in 2018

DNR MOU:

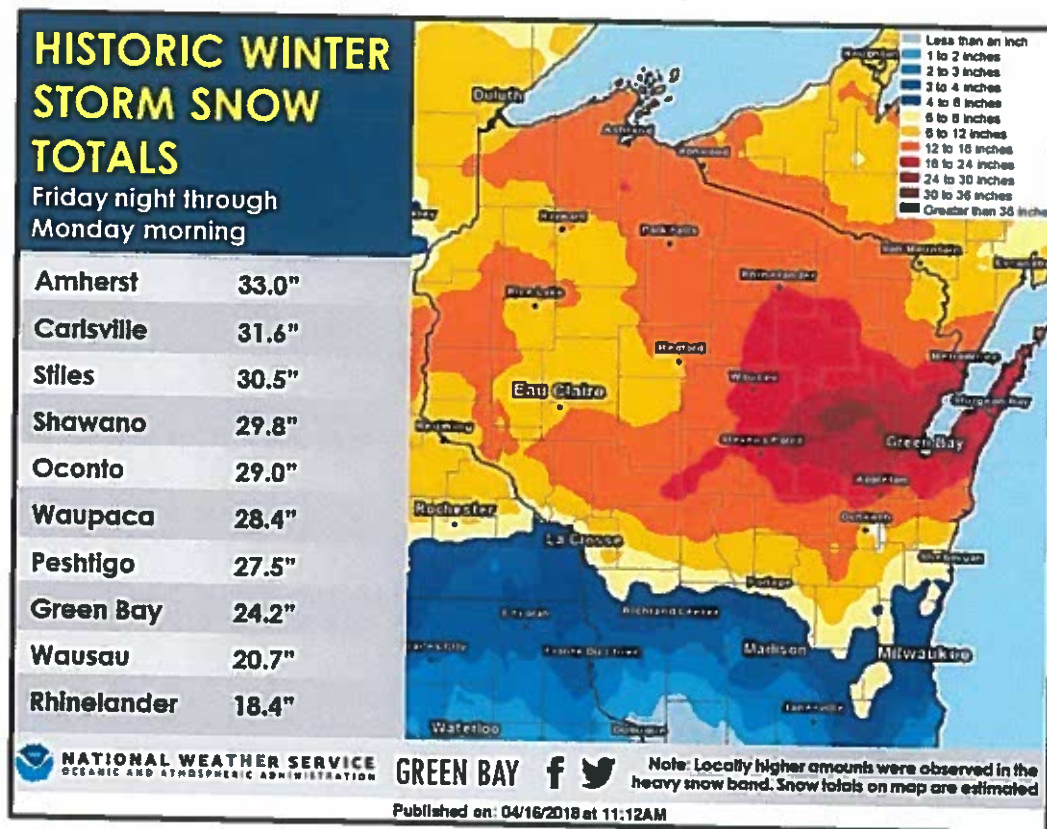
Public Works worked with the DNR on a memorandum of understanding (MOU) similar to the Wisconsin DOT's MOU. Under this agreement Brown County and the DNR will coordinate their work to be more efficient in regulatory permitting. In essence, under this MOU Brown County Public Works will not need to apply for General Permits for road construction, culvert

installation, and/or up to 10,000 sf of wetland impacts on projects we construct for the county or for projects we oversee with towns, villages, and cities within Brown County. This MOU should be more efficient for both the DNR and the County in terms of time and cost.

Brown County is one of two counties in the state working with the DNR on a pilot MOU program. Wood County was selected as a rural county and Brown County was selected because we have both rural and urban areas. The DNR stated they selected Brown County Public Works to partner with on this effort because of the good working relationship we already have. If this MOU works as anticipated, it will allow for the permitting process be done in a more efficient manner on behalf of the citizens of Brown County. The MOU language was finalized and in place by the end of March.

APRIL WINTER STORM:

On Friday April 13th a historic blizzard hit Brown County leaving 24.2" of snow before ending on Monday April 16th. With sustained winds of 25-30 mph and gusts to nearly 50 mph, the cleanup that followed took until the end of day Thursday April 19th. Our highway crews were on interstate, state, and urban county roadways 24-hours a day for one week.



According to the 911 Communication Center, there were no serious injury or fatal accidents during this storm.

This one storm had a total cost of \$685,919.29 – see breakdown below:

4/13/18 - 4/19/18	Amount
Barn Fire	\$492.61
County Winter	\$295,098.12
State Winter	\$167,691.32
State Winter - Interstate	\$103,056.05
State Salt	\$49,698.48
US 41 Snow Removal Construction	\$985.64
Town of Eaton	\$7,158.40
Town of Glenmore	\$231.63
Town of Green Bay	\$13,736.45
Town of Holland	\$10,457.66
Town of Scott	\$12,124.73
Town of Wrightstown	\$17,021.65
Facility Management	\$8,166.55
	\$685,919.29

ARENA ROOF COLLAPSE:

On Friday April 20th snow from the blizzard avalanched off the arena roof collapsing the breezeway and conference room between the ticket center and the arena building. The blizzard had high winds that came out of the north, causing significant drifting on the south side of the arena roof. When the sun started melting the snow on Friday, April 20th, the snow slid off the arena roof onto the breezeway roof below. Thankfully, no one was hurt during this incident.





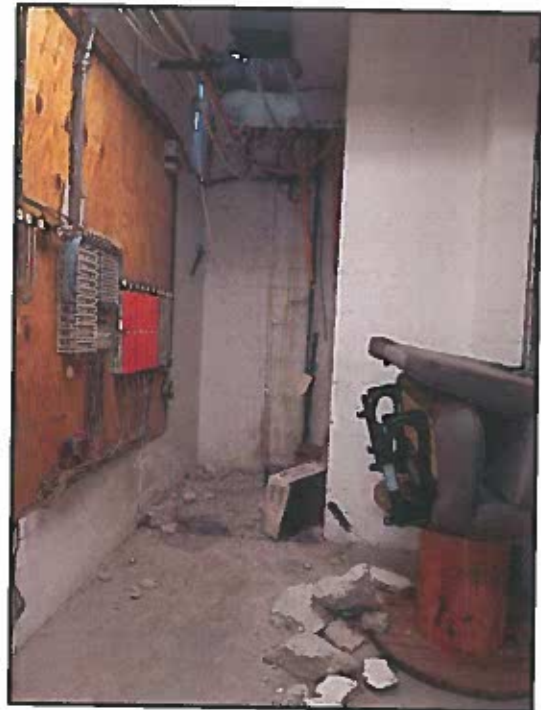
Miron Construction Company was hired to remove the debris and weather proof the site before more damage was done due to rain. The County has a \$10,000 deductible with its insurance policy. The work was completed by the end of August at a cost of \$223,000.

NORTHERN BUILDING CEILING DAMAGE:

On Monday April 30th Fischer Ulman Construction, working for the City of Green Bay, started jack hammering the concrete alley between the Northern Building and Sophie Beaumont Building and breeched the basement ceiling at the Northern Building where the old coal chute projected under the alleyway.

There is a fiber optic data hub at this location connecting the internet between the Northern Building and the Technological Services Department in the Sophie Beaumont Building. Fortunately, there was not significant damage to those facilities.

Public Works staff notified the Public Works Director, Steve Grenier, of the City of Green Bay on April 30th. Steve told our staff that the damage wasn't the City's problem because the City has no recorded easement for the building projecting under the alley. On May 2nd, the City's contractor paved around the damaged area of the Northern Building, which means the County needed to remove new alley pavement to effect repairs to the ceiling.





Brown County Public Works staff temporarily braced and weather-proofed the hole. Miron Construction Company has been hired to make the permanent repairs. The County has a \$10,000 deductible with its insurance policy. The repairs were made in June at a cost of \$15,000.



COURTHOUSE DOME

Within weeks of completion at the end of 2017, the courthouse dome started to blacken.



On June 26, 2018, The Brown County Public Works Department received a summary letter from Simpson Gumpertz & Heger (SGH) pertaining to the Courthouse Dome. SGH was the engineering firm Brown County hired in 2016 for the design of the Courthouse Dome Restoration Project. The summary letter (attached) outlines the meetings, discussions, and investigations performed to date, along with an analysis of cleaning and coating options.

The report acknowledges that, "The application of the boiled linseed oil did not keep the copper red and shiny. Rather, the dome has turned more of a blackish color." The report goes on to say that the reasons for this are not fully known at this time; however, "SGH laboratory tests show the black material removed is consistent with copper tarnish, linseed oil, and atmospheric deposits."

The blackening of the copper is not part of the natural oxidation process of copper - it is the result of a combination of copper oxidation, linseed oil, and atmospheric deposits. As such, Brown County Public Works is recommending the removal of the discoloration by cleaning the dome with glass beads and cleaning solution. This will remove the tarnish, limit damage to the copper, and prepare the surface for either allowing the dome to patina or application of another coating product with a better performance record.

On July 13, 2018 Brown County met with SGH to discuss the restoration of the dome. If the County Board decides to allow the dome to patina, SGH will reimburse Brown County \$30,000 for the cost and application of the boiled linseed oil, and will contribute \$10,000 toward cleaning

the dome. If the County Board decides it wants to keep the dome a shiny copper color, SGH will contribute \$70,000 toward cleaning and re-application of another coating product.

The County Board in August decided to accept the \$70,000 from SGH and proceed with cleaning and re-application of another coating product in spring/summer 2019.

NEW SAFETY INITIATIVE – RUMBLE STRIPS:

In July the Public Works Department, working with the Brown County Sheriff's Office, identified a number of intersections in rural Brown County where we have seen a rise in drivers failing to stop at stop signs. As noted in the July report to PD&T:

"Over the past couple years, Brown County has seen a number of fatal crashes involving drivers failing to stop at stop signs and pulling out into oncoming traffic. Most of these crashes have occurred during daytime hours, on bright sunny days, and with no pattern as to where the crashes occurred – CTH EE & CTH U, CTH PP & Man-Cal Road, and CTH Z & CTH G to name a few. The one thing these crashes do have in common is that many of them involved distracted driving as the cause or a contributing factor to the crash.

Over the past decade or so highway departments have increased the use of shoulder and centerline rumble strips along state and county highways. The Wisconsin DOT states in the Facilities Development Manual (FDM) that, "WisDOT takes a systemic approach to rumble strip installation based on national evidence that rumble strips reduce crashes and increase safety on divided and undivided roadways."³ The shoulder rumble strips, for example, have greatly reduced the number of crashes from vehicles running off the road or catching their tire on the pavement edge when they hit the gravel shoulder.

At the same time, there has been a substantial decrease in the use of stop condition (transverse) rumble strips due to noise complaints from adjacent landowners both on State highways and County highways, including Brown County. While stop condition rumble strips may not help with pull-out type crashes, they should help reduce the number of failing to stop crashes.

The U.S. Department of Transportation Federal Highway Administration's (FHWA) studied the effectiveness of transverse rumble strips on approaches to stop-controlled intersections in rural areas. They found a "statistically significant reduction in KAB crashes (about 21 percent) and KA crashes (about 39 percent)."⁴ ('K' represents fatal crashes, 'A' represents incapacitating injury crashes, and 'B' represents non-incapacitating injury crashes.)

In Brown County, the intersections where recent failing to stop fatal crashes have occurred have been signed correctly and many have been in daylight hours with no adverse weather conditions present. We should not expect that additional signage will reduce the failure to stop crashes as some form of distracted driving is a cause or contributing factor in the crashes.

The use of stop condition rumble strips gives the driver who is distracted (visually, manually, or cognitively) the warning that a stop condition is ahead in a physical and audible manner. It is a similar use as centerline and shoulder rumble strips – a physical

and audible warning to the distracted driver to stay within their lane to avoid a runoff crash or a head-on collision. While impaired drivers are another matter, these safety treatments may help the impaired driver in a similar manner as the distracted driver.

The Brown County Public Works Department has developed the following six criteria for determining when a stop controlled rumble strip will be considered:"

Working with rural municipalities, a number of rural County Highway intersections had rumble strips installed in 2018 including:

- CTH G and CTH X – eastbound and westbound stop condition.
- CTH G & STH 96 – southbound stop condition.
- CTH T & CTH K – northbound and southbound stop condition.
- CTH D & CTH Z – eastbound and westbound stop condition.
- CTH JJ & CTH QQ – northbound and southbound stop condition.
- CTH ZZ & STH 32/57 – eastbound stop condition.



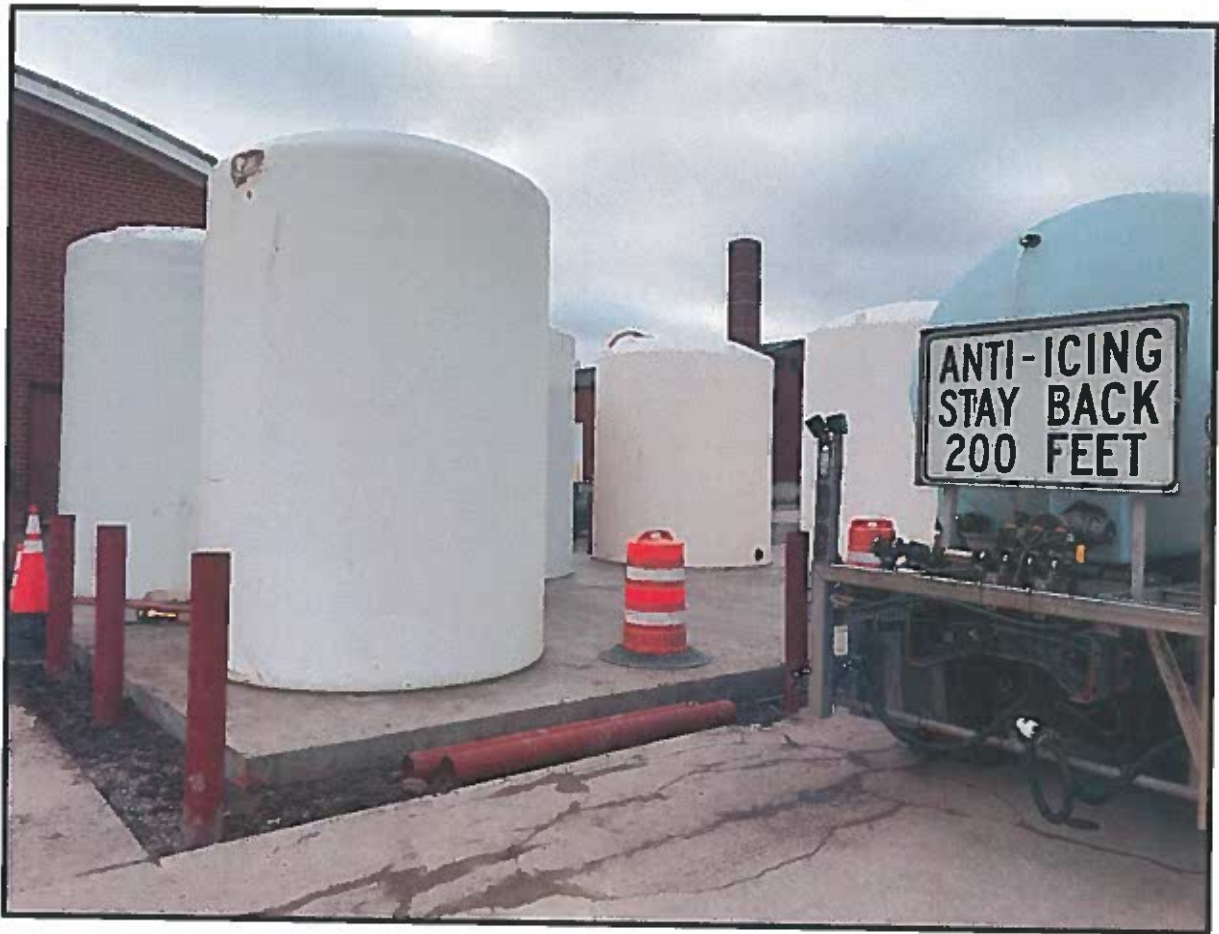
CTH T looking north at CTH K with the new rumble strips and additional installed signs.

The intersections at CTH Z & CTH G and CTH EE & CTH U have each seen three fatalities in the past couple years. These intersections were planned for rumble strips in 2018 but were held off for further consideration after the landowners immediately adjacent to the intersections

expressed concerns to the PD&T Committee about noise. We anticipate revisiting these intersections in 2019 with the PD&T Committee with options and costs for additional safety considerations at those locations.

BRINE UPGRADES & ROUTE:

The new storage units for the brine machine were installed in October. There are now five (5) 6,500 gallon storage units on site with upgraded controls. These improvements were paid for by the Wisconsin DOT. The 'brine-only' route will consist of CTH M (Lineville Road), CTH HS (Velp Ave.), and CTH EB – all near our Duck Creek Shop. These roads were chosen for three reasons. First, they are close to our Duck Creek Shop so if anything doesn't work out as planned we can have other regular plow trucks assist. Second, we will be able to easily monitor the roadways given their proximity to our shop. Third, these are lower speed, higher volume roadways which should be a good area to start using brine in a 'brine-only' fashion.



COLUMBIA COUNTY AID:

On September 6, 2018 Brown County delivered 275 drums, a number of highway signs, and three arrow boards to Columbia County to aid them with traffic control for flooding on I-39 and I-90/94.

VILAS COUNTY SALT TRUCKING:

Vilas County received extremely high bid costs for salt through the State of Wisconsin. The DOT has decided to reject the bid and utilize vendor reserves from neighboring counties to meet Vilas County's needs. Brown County aided in this effort because we have quad-axle trucks. The week of October 8th, Brown County picked up 1,250 tons of salt in Oconto and Marinette Counties and delivering the salt to Vilas County on behalf of the State.

FACILITIES - ARCHIBUS & CHEMS:

Archibus was the old system used by Facilities for cost accounting. To upgrade the software it would have cost the Department an additional \$6,100 in 2018 and another \$67,000 in 2019. With all the other County departments discontinuing their use of Archibus, the Pulci Works Department looked into other options. We checked with the DOT about using Chems (our highway software free from the State) and they said it would be okay. As we move into 2019 we will have one system for the Public Works Department (Highway and Facilities), and we avoided about \$73,000 in costs.

SEPTEMBER 2018 STORM DAMAGE – CTH ZZ:

On September 4th the Brown County Public Works Department was forced to close the section of CTH ZZ from Partridge Road to Wrightstown Road due to a slope failure along the Fox River following that week's severe rainstorms.



The slope failure is immediately adjacent to the edge of roadway and is continuing to slowly slide into the river. Based on our experience with past failures like this on CTH ZZ, there is no inexpensive temporary fix. Based on the time of year, the permitting required, the magnitude of

the work involved, and no funding for a temporary repair, there was no opportunity to effect repairs in the fall of 2018.

Currently this portion of roadway is scheduled for reconstruction in 2022; however, the County has \$1.57 million already built into the 2019 budget as a funding allocation for the work in 2021 and 2022. We intend to use this money and reconstruct CTH ZZ from Partridge Road to Wrightstown Road in spring/summer of 2019 to its final design. We avoid spending money on a temporary fix (money we don't have right now anyway), and we get that section of road finished in 2019 instead of 2022.

SEPTEMBER 2018 STORM DAMAGE – CTH X:

On September 4th the Brown County Public Works Department was forced to close CTH X just west of the intersection with CTH G due to a 72-inch culvert pipe failure associated with the heavy rains that occurred.



The pipe needed to be surveyed, sized (engineered), and permitted prior to installation. A new 84-inch pipe was installed the first week of November and the road re-opened the second week of November. This emergency work was funded from the County GTA – about \$80,000 which contributed to the County GTA fund being over budget.

Staffing

The Public Works Department saw very low turnover this year, which in large part was due to the ongoing work rule & policy implementation at the Department. With consistent and clearly communicated work rules in place, we saw less employee issues, turnover, and improved overall moral in both divisions – highway and facilities.

Budget

The Public Works Department is performing above budget through the end of the year (end of December). These reports represent tentative year end final numbers. Here is a summary of our operations:

(240) County Maintenance	115.18%
(660) State Maintenance	91.46%
(660) Other Work (Interdepartmental, Municipal, etc.)	126.95%
(400) Capital Projects	97.08%
Facilities	99.11%

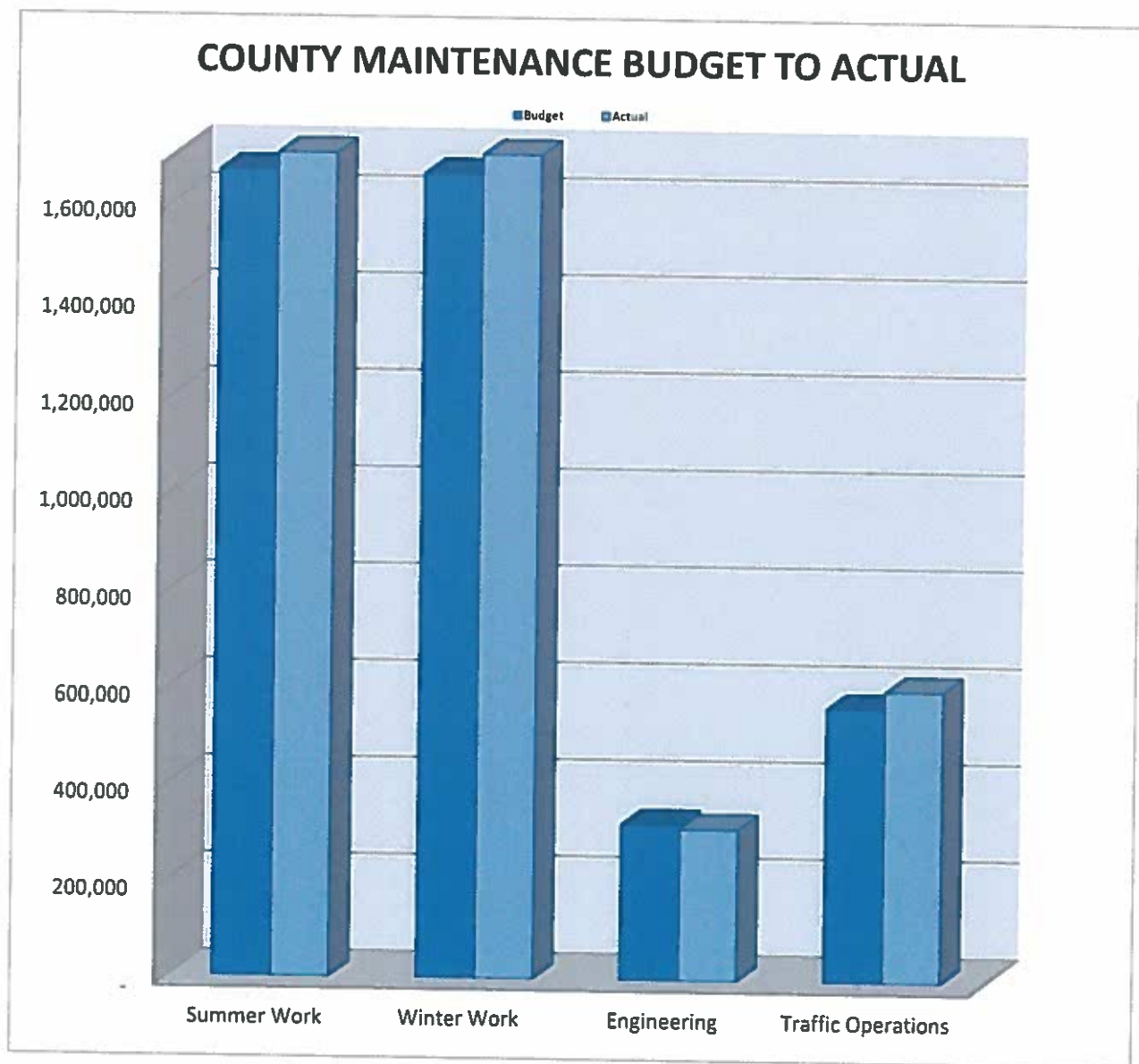
Please see the attached charts for more details.

Summary

There was a number of unplanned events and changes this year that Public Works needed to work through including a number of storm events/damages and reprioritizing projects based on new opportunities that arose for the County. While challenging for staff, the Public Works Department did rise to meet the challenges on behalf of the County. The historic April snowstorm was handled in a timely, efficient, and responsible manner. There will be a number of challenges as we enter 2019, but the Department is positioned well to handle those challenges as they arise.

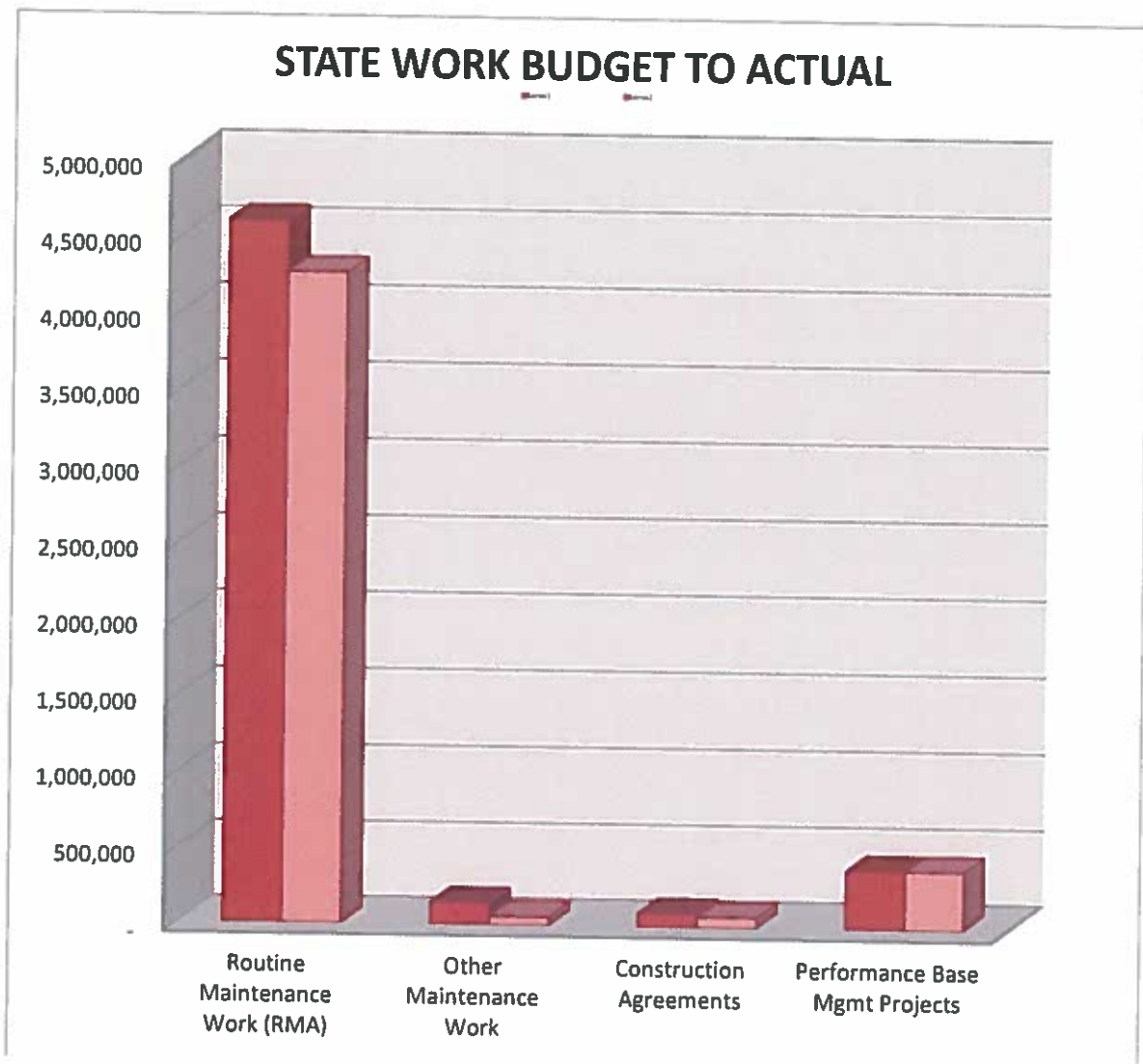
**BROWN COUNTY PUBLIC WORKS
COUNTY MAINTENANCE BUDGET TO ACTUAL-FUND 240
TENTATIVE FINAL YEAR END 2018**

	Budget	Actual	Remaining	Percentage Used
Summer Work	1,663,949	1,951,108	(287,159)	117.26%
Winter Work	1,659,750	1,983,170	(323,420)	119.49%
Engineering	320,939	312,452	8,487	97.36%
Traffic Operations	564,306	601,155	(36,849)	106.53%
Total	4,208,944	4,847,886	(638,942)	115.18%



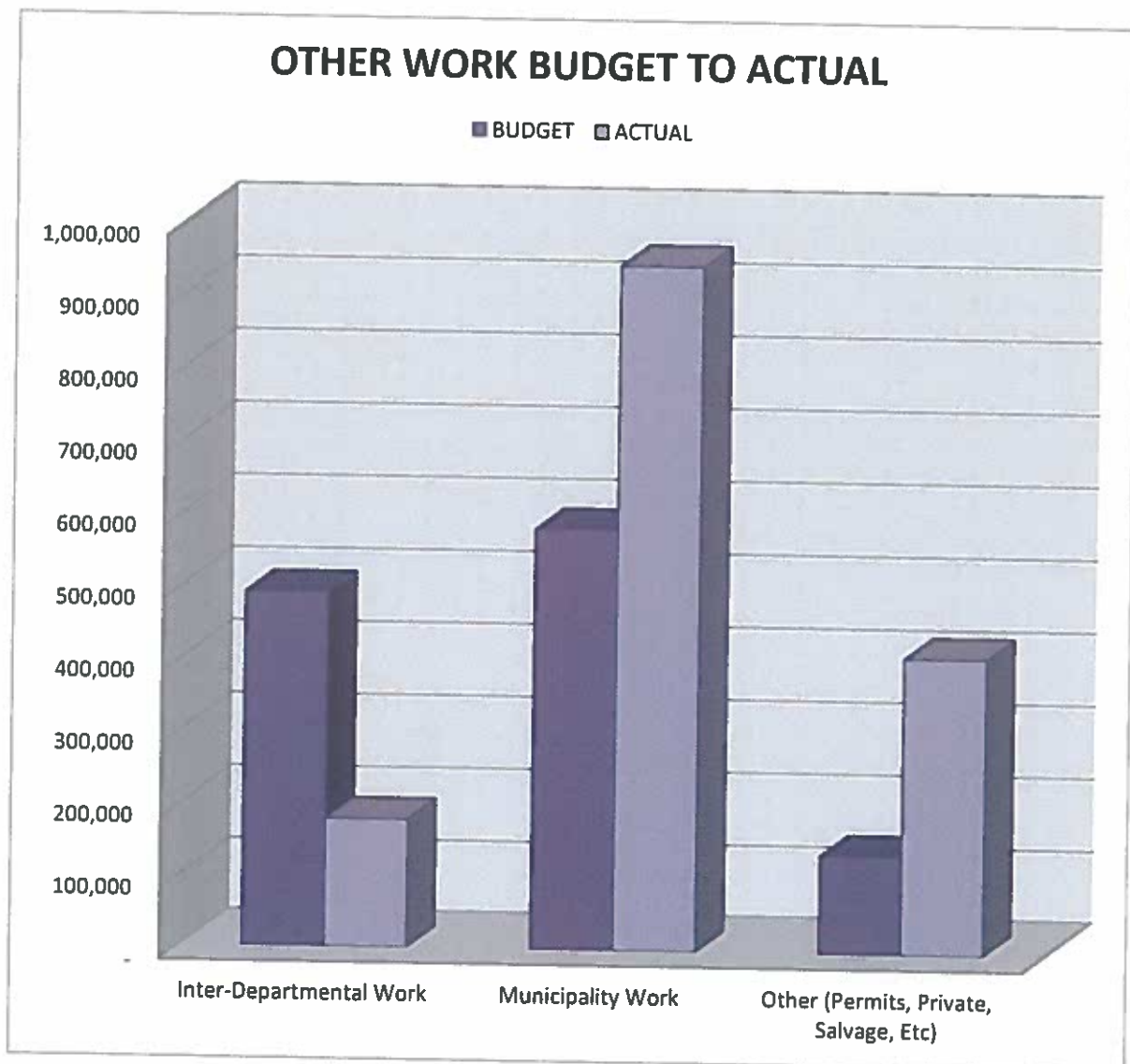
BROWN COUNTY PUBLIC WORKS-HIGHWAY STATE WORK BUDGET TO ACTUAL TENTATIVE YEAR END 2018

	Budget	Actual	Remaining	Percentage Used
Routine Maintenance Work (RMA)	4,593,300	4,258,356	334,944	92.71%
Other Maintenance Work	144,969	54,421	90,548	37.54%
Construction Agreements	87,573	67,713	19,860	77.32%
Performance Base Mgmt Projects	386,984	386,984	-	100.00%
Total	5,212,826	4,767,473	445,352	91.46%



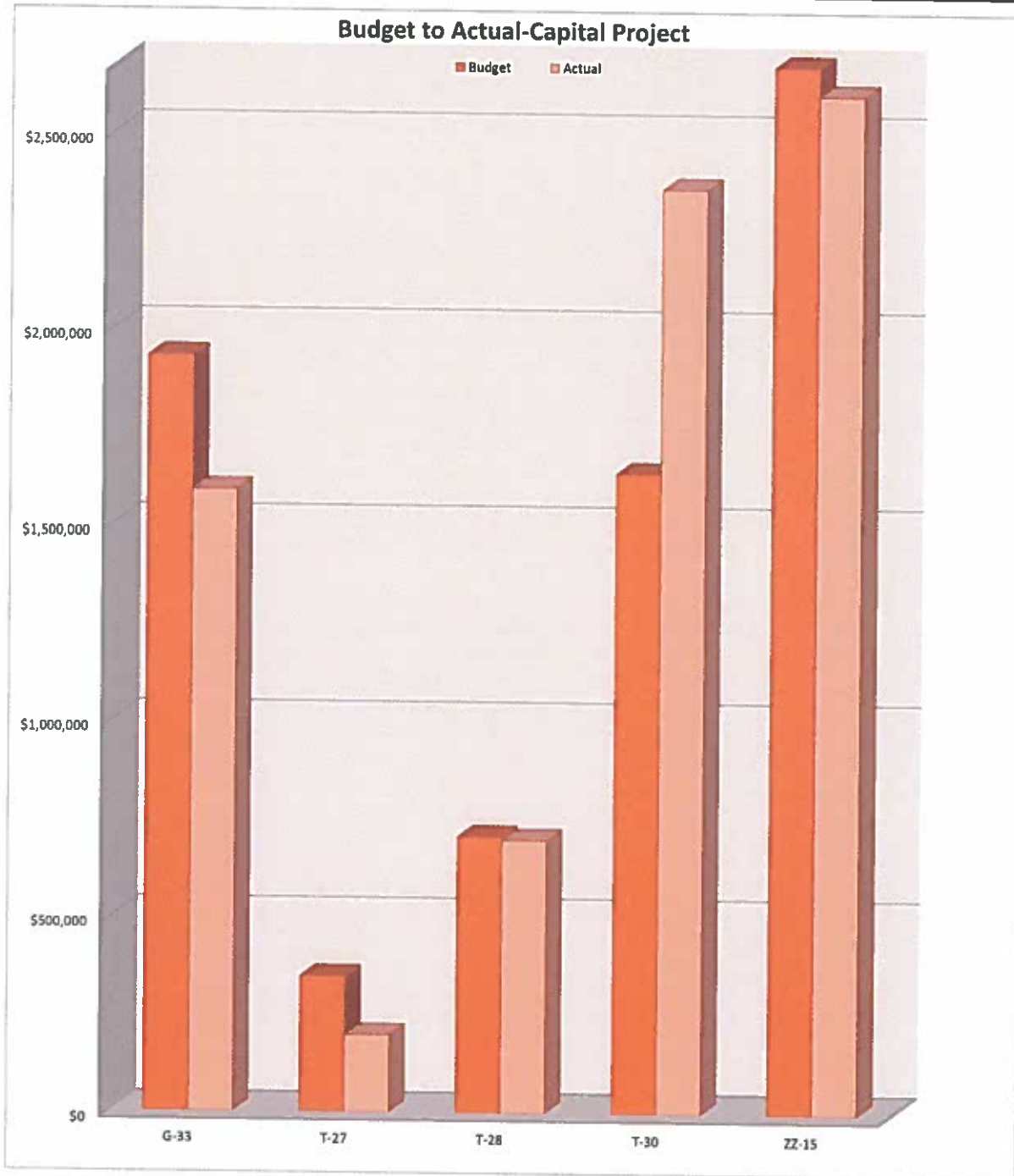
BROWN COUNTY PUBLIC WORKS-HIGHWAY OTHER WORK BUDGET TO ACTUAL TENTATIVE YEAR END 2018

	Budget	Actual	Remaining	Percentage Used
Inter-Departmental Work	490,525	180,126	310,399	36.72%
Municipality Work	581,500	945,026	(363,526)	162.52%
Other (Permits, Private, Salvage, Etc)	138,285	411,309	(273,024)	297.44%
Total	1,210,310	1,536,461	(326,151)	126.95%



**BROWN COUNTY HIGHWAY DEPARTMENT
CAPITAL PROJECT EXPENSE-BUDGET TO ACTUAL
TENTATIVE YEAR END 2018**

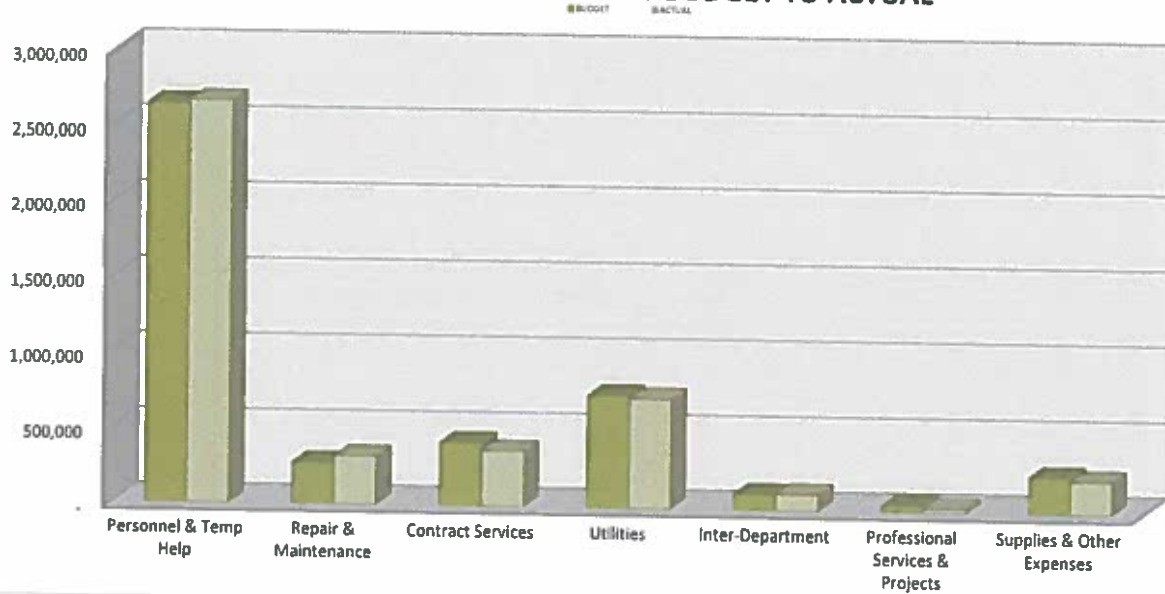
Project	Project Description	% BC Cost	Budget	Actual	Remaining	Percentage
G-33	Resurface CTH G - STH 96 to CTH V	100%	\$1,930,680	\$1,589,757	\$340,923	82.34%
T-27	Culvert Replacement - CTH T Pine St to Highridge Ave	100%	\$349,560	\$199,228	\$150,332	56.99%
T-28	Recondition CTH T - CTH N to RR	100%	\$707,949	\$699,615	\$8,334	98.82%
T-30	Recondition CTH T - Town Hall Rd to Blahnik Rd	100%	\$1,636,206	\$2,361,880	-\$725,674	144.35%
ZZ-15	Reconstruction CTH ZZ - Masse Cir to STH 57	100%	\$3,052,134	\$2,601,736	\$450,398	85.24%
Total			\$7,676,528	\$7,452,215	\$224,312	97.08%



**BROWN COUNTY PUBLIC WORKS
FACILITY MANAGEMENT BUDGET TO ACTUAL
TENTATIVE FINAL YEAR END 2018**

	Budget	Actual	Remaining	% Used
Personnel & Temp Help	2,641,761	2,662,781	(21,020)	100.80%
Repair & Maintenance	273,975	319,911	(45,936)	116.77%
Contract Services	417,282	366,496	50,786	87.83%
Utilities	745,853	727,971	17,882	97.60%
Inter-Department	104,390	106,944	(2,554)	102.45%
Professional Services & Projects	41,958	24,857	17,101	0.00%
Supplies & Other Expenses	243,823	220,261	23,562	90.34%
Total	4,469,042	4,429,221	39,821	99.11%

FACILITY MANAGEMENT BUDGET TO ACTUAL



PUBLIC WORKS DEPARTMENT
Brown County



2198 GLENDALE AVENUE
GREEN BAY, WI 54303
PHONE (920) 492-4925 FAX (920) 434-4576
EMAIL: bc_highway@co.brown.wi.us

PAUL A. FONTECCHIO, P.E.
DIRECTOR

TO: PD&T Committee
FROM: Paul Fontecchio, P.E.
DATE: January 28, 2019
RE: Summary of Operations

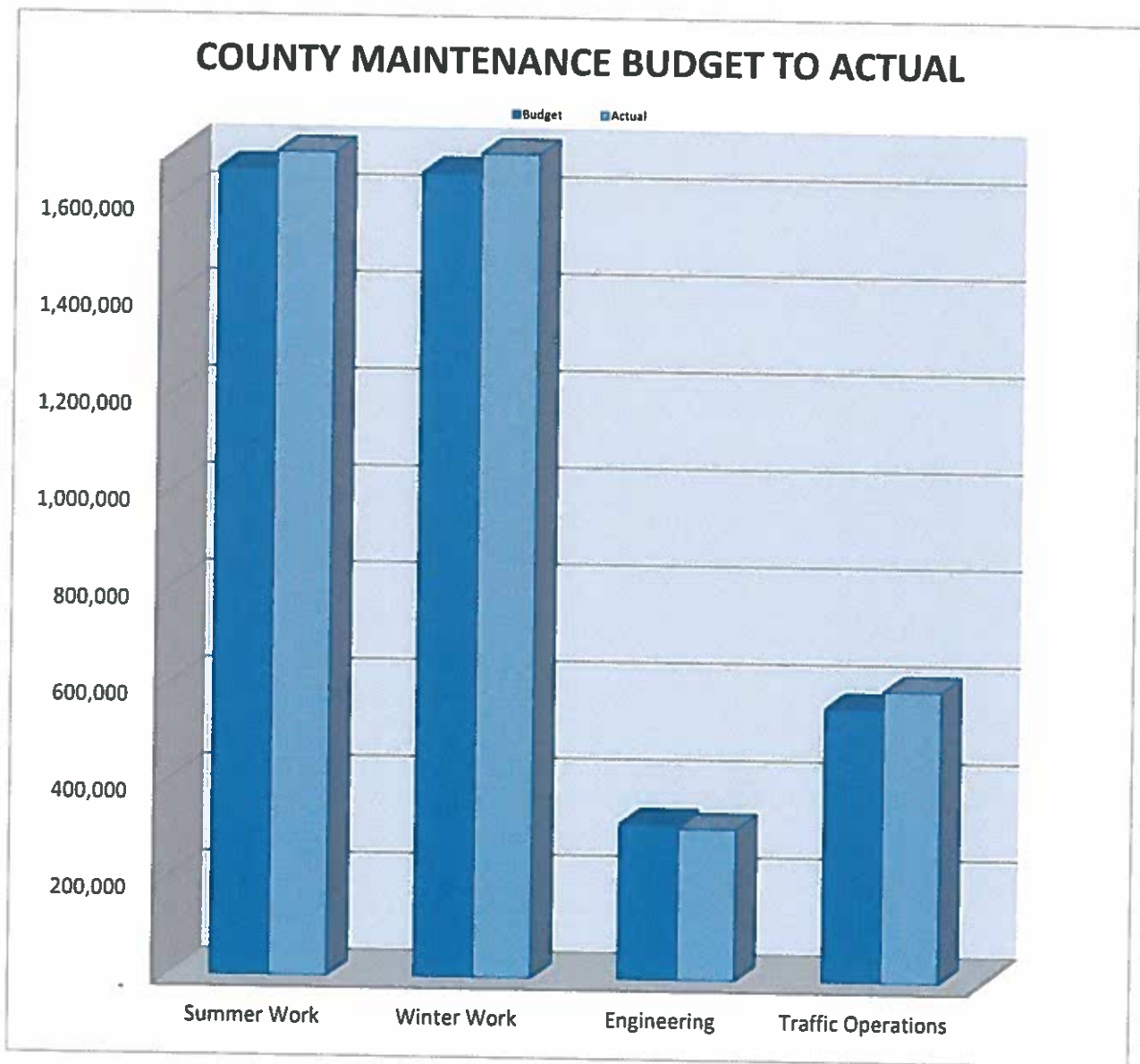
The Public Works Department is performing at a higher than normal budget rate through the month of December. The end of December reports represent tentative year-end values. Here is a summary of our operations:

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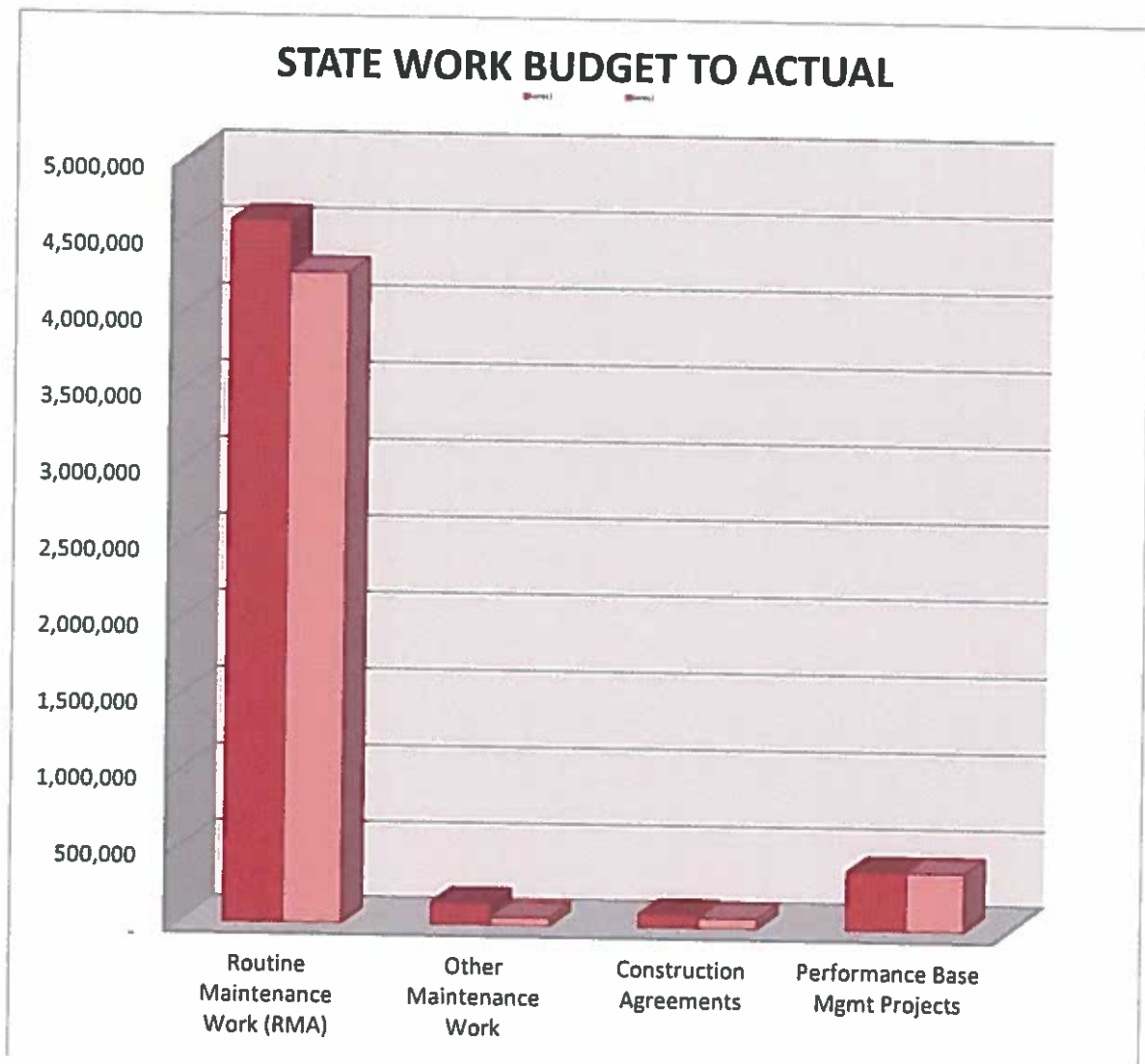
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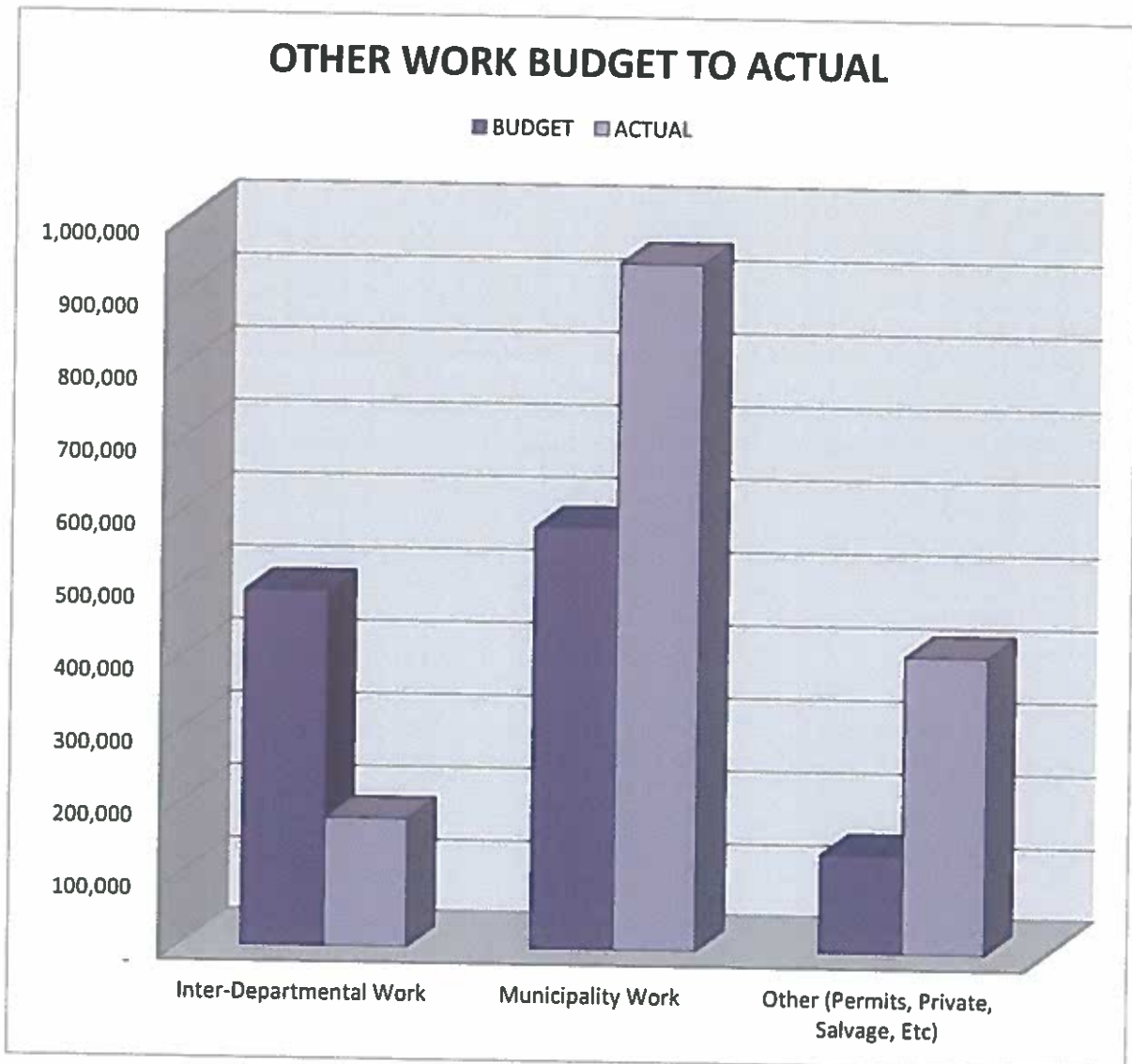
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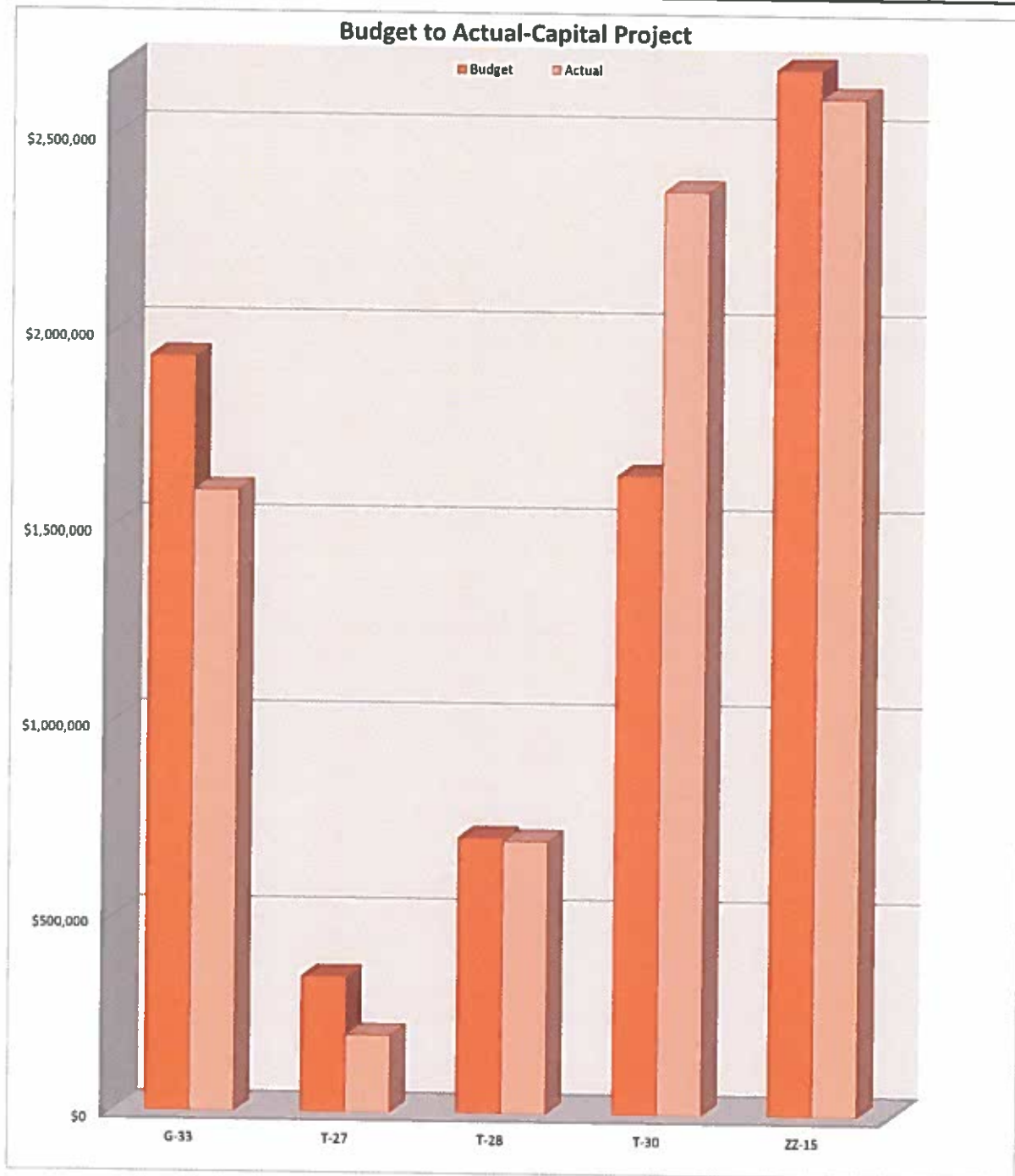
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CAPITAL PROJECT EXPENSE-BUDGET TO ACTUAL
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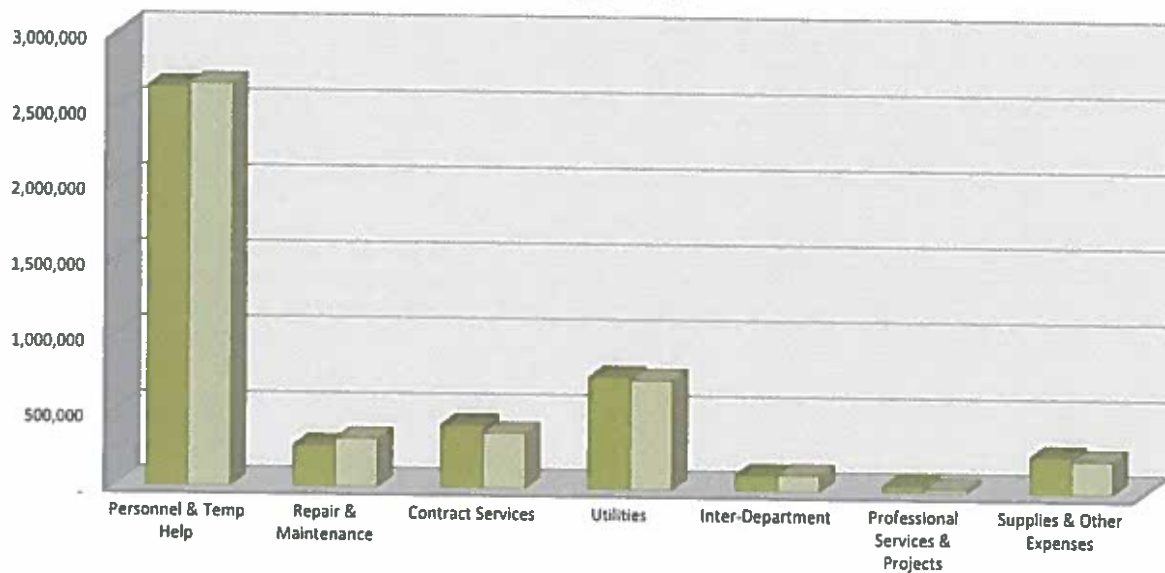
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FACILITY MANAGEMENT BUDGET TO ACTUAL



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Brown County



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PAUL A. FONTECCHIO, P.E.
DIRECTOR

TO: PD&T Committee
FROM: Paul Fontecchio, P.E.
DATE: January 28, 2019
RE: Director's Report

PROJECTS:

Fox River Papermaking Corridor Project (FRP): Trucking to the fill site at the Brown County farm continues. Phase 1 of the fill project includes placing 120,000 CY of material and is anticipated to be completed in mid-February 2019. Phase 2 starts in March of 2019 and includes another 110,000 CY of material. Phase 3 starts in March 2020 with the final 20,000 CY of material. Pond design continues as well as discussions with the City of Green Bay and WisDNR. Option #19 has been selected as the final option to move forward with final design. It routes the storm sewer to the east of the existing City lift station to Chip and Angie Streets instead of using Quincy Street north of I-43. This avoids taking the last available space for NEW Water expansion. We anticipate pond construction to take place in late spring or early summer 2019.

Health Department Move: Work continues at the Sophie Beaumont building and at the Health Lab at Duck Creek. The move from the Broadway Street location is anticipated to take place March 4, 2019.

Duck Creek Highway Shop: Construction of the new HVAC and elevator began mid-September and will run through mid-February.

Courthouse Dome: Bid documents have been prepared with anticipated advertising for bidding in early February. Dome cleaning is anticipated to take place in early summer (May to June), weather dependent.


2019 Project Changes: The 2019 budget included a funding allocation of \$1,569,735 for the 2021 CTH ZZ project – money to be saved into the ZZ-12 account due to the large cost of the future project. However, with the landslide that took place in September 2018 north of Partridge Road, we will be utilizing that money for reconstruction of CTH ZZ from Partridge Road to Wrightstown Road in 2019. To have logical termini to the project, we will tie into the existing CTH ZZ just south of Partridge Road and just north of Wrightstown Road. We anticipate the cost for the new ZZ-20 project to be at least \$2,420,000; therefore, we will be eliminating the CTH J-26 reconditioning project and the CTH IV-2 resurfacing project from 2019 to be done at a future undetermined date. As Public Works updates the 6-year CIP in spring we will address which year these projects will end up in.

Funds for Public Works: At the end of 2018 there was a substantial amount of money reallocated among capital infrastructure projects. The chart below shows the amount of money reallocated in 2018.

As of 1/28/2019	Year						Project Total
Project	2018	2019	2020	2021	2022	2023	
Fox River Papermaking Corridor	1,477,000	2,650,000	800,000	700,000			5,627,000
KB-9 Roundabout (Village of Denmark Development)			406,000				406,000
STH 29 & CTH VV Interchange		25,000	90,000	250,000	300,000	905,000	1,570,000
Totals:	1,477,000	2,675,000	1,296,000	950,000	300,000	905,000	7,603,000

Because the staffing for the Highway Department is set up for our winter operations, there isn't much that can be done to reduce our overall expenses. When revenue generating work (work that can be done by County forces) is reduced, the Department starts to operate at a loss. We can do our best to minimize overtime in the summer on general County maintenance, as we did in 2018, but typically this will not save enough money to offset the loss of work. Our crews will focus on general highway maintenance activities, which there is plenty of work that can be done, but there is a limited budget for that work as well. In 2018 we operated at a loss in general maintenance of \$639,000 (half of which, \$295,000 was due to the April winter storm and another \$80,000 due to a pipe failure on CTH X with the September rain storms). Similarly the approved county budget for 2019 shows an operating loss of \$785,000. One thing that will help mitigate some of the loss for 2019 is converting the funding allocation originally planned for CTH ZZ into a revenue generating project that county staff can construct.

2019 Project Schedule: The next page shows the current 2019 Milestone Schedule for the 2019 projects.

January 14, 2019	Job No. / Project	Project Manager	Operations/ Contractor Lead	2019											
				March	April	May	June	July	August	Sept.	Oct.	Nov.			
 <p>Brown County Public Works Project Milestone Schedule</p> <p>Task Key:</p> <ul style="list-style-type: none"> ■ Task Completed ■ Task Past Completion Date ■ BC Grading Construction ■ BC Paving Reconditioning ■ BC Bridge/Concrete ■ BC Electrical ■ Shoulder & Paint ■ Contractor Construction <p> • BCG - Brown County Grading Crew • BCP - Brown County Paving Crew • CPI - Culvert Pipe Installation • PCC - Concrete Curb Work • S&P - Shoulder & Paint • ELEC - Electrical/Conduit Work </p>	FRP (FRP-2) (FRP Corridor Pond)	Paul (OMNNI)	Mike				BCG								
	Duck Creek Parking Lot	Will	Larry & Doug												
	CTH XX (XX-18) (East River Bridge to Bellevue St) 0.44 CL Miles	Zach	Doug												
	CTH PP (PP-19) (CTH W to Viking Ln) 1.90 CL Miles	Zach	Doug												
	CTH PP (PP-19) (Lasee Rd to CTH W) 1.86 CL Miles	Zach	Doug												
	CTH PP (PP-18) (Shirley Rd to Lasee Rd) 0.51 CL Miles	Zach	Doug												
	CTH PP (PP-16) (School Rd to Shirley Rd) 1.90 CL Miles	Zach	Mike & Doug												
	New Pleasant Shop (Parking Lot)	Will	Mike & Doug												
	CTH ZZ (ZZ-20) (Partridge to Wrightstown Rd) 0.72 CL Miles	Nick (OMNNI)	Mike & Doug												
	CTH KB (KB-8) (Bohemia Dr to 700' West of CTH R) 0.14 CL Miles	Nick (McMAHON)	Doug & Contractor												
	CTH T (T-32) (CTH KB to North Ave) 0.60 CL Miles	Nick (McMAHON)	Doug & Contractor												
	CTH EA (EA-8) (STH 29 to Willow Road) 0.64 CL Miles	John (OMNNI)	Doug & Contractor												
	CTH T (T-33) (North Ave to Town Hall Rd) 1.21 CL Miles	Zach	Mike & Doug												
	CTH W (W-12) (Man-Cal Rd to Kings Rd) 1.45 CL Miles	Zach	Doug												
	CTH GV (GV-12) (Hoffman Rd to STH 172 Ramps) 0.23 CL Miles	John	Contractor												
	CTH D (D-19) (Bridge over Plum Creek) 0.07 CL Miles	John (CORRE)	Contractor												
	CTH HS (HS-10) (Bridge over Suemico River) 0.08 CL Miles	John (OMNNI)	Contractor												
	DOT Route and Seal	DOT	Larry												
	DOT Conc Paving	DOT	Larry												
	DOT Paving/Patching	DOT	Larry & Doug												
	Ashwaubenon Mastic	---	Larry & Doug												
	Truck Harnessing (40 Totals)	Jim	---												

Project Key:

Surface Maintenance	Profile mill 2-inches of existing asphalt and pave one (1) new 2.5-inch asphalt mat.
Recondition Project	Mill 4-inches of existing asphalt, repair poor subgrade areas, and pave one (1) new 2.5-inch asphalt binder mat and (1) new 2-inch asphalt surface mat.
Reconstruction	Remove existing pavement and/or stone base, culvert and/or bridge replacement, and place new asphalt or concrete.

2020 TOWN AGREEMENTS:

Town Municipal Maintenance Agreements for 2020 (starts October 1, 2019 through September 30, 2020) were sent out to the Towns we consistently do business with (Eaton, Green Bay, Holland, Scott, and Wrightstown). The following changes were made from previous years:

- The cost for winter plowing has held at \$75,000 for the past 5 years. Our actual costs for an employee for one year are \$82,000 in 2019. We have adjusted the yearly revenue amount to \$80,000 per plow driver accordingly.
- Brown County will not be offering summer grass mowing or pavement marking as the County will be focusing on State and County facilities to ensure they are mowed and marked in a timely manner.
- Brown County will coordinate with municipalities for the 2020 bridge inspections but will no longer be offering bridge inspection services for municipal bridges.

TWELVE-HOUR DAYS:

Highway Division: Highway incurred 2,835.75 hours of overtime in December. Most of the overtime was related to winter plowing and de-icing operations. The amounts in excess of 12 hours per day for December are attached.

Facility Management Division: Facilities incurred 261.5 hours of overtime in December. The overtime was related to longer cleaning shifts to cover vacancies and mechanical repairs as well as winter snow removal. The amounts in excess of 12 hours per day for December are attached.

STAFFING REPORT:

See Attached Table.

Public Works - Highway Division
12-Hour Work Days
12/1/18 - 12/31/18

DATE	EMPLOYEE	OPERATION PERFORMED	HOURS WORKED
12/2/2018	Allen, Chris	Plowing / Salting	13.25
12/2/2018	Byrne, Nate	Plowing / Salting	12
12/2/2018	Charles, Brad	Plowing / Salting	12
12/2/2018	Collins, Robbie	Plowing / Salting	12.75
12/2/2018	Corrigan, Chad	Plowing / Salting	12.5
12/2/2018	Dallas, Chris	Plowing / Salting	13
12/2/2018	Dickerson, Ben	Plowing / Salting	13.25
12/2/2018	Doucha, Dean	Plowing / Salting	13.5
12/2/2018	Engelmann, Curt	Plowing / Salting	12
12/2/2018	Gussert, Tim	Plowing / Salting	13.5
12/2/2018	Haumschild, Dan	Plowing / Salting	12
12/2/2018	Ignatowski, Paul	Plowing / Salting	14.5
12/2/2018	LeGrave, Steve	Plowing / Salting	13.75
12/2/2018	Little, Bob	Plowing / Salting	13.5
12/2/2018	Loritz, Nancy	Plowing / Salting	16
12/2/2018	Margitan, Jim	Plowing / Salting	13
12/2/2018	Melbauer, Charlie	Plowing / Salting	13
12/2/2018	Mineau, Zach	Plowing / Salting	12
12/2/2018	Reedy, Jason	Plowing / Salting	13.5
12/2/2018	Sausen, Jim	Plowing / Salting	13.5
12/2/2018	Scray, Norb	Plowing / Salting	13.5
12/2/2018	Sequin, Scott	Plowing / Salting	14
12/2/2018	Skaletski, Todd	Plowing / Salting	12
12/2/2018	Smits, Mike	Plowing / Salting	13.75
12/2/2018	Sperberg, Mark	Plowing / Salting	13.5
12/2/2018	Stein, Kelly	Plowing / Salting	13.5
12/2/2018	Taicher, Kevin	Plowing / Salting	12.5
12/2/2018	Umentum, Matt	Plowing / Salting	13
12/2/2018	VanDenElzen, Ken	Plowing / Salting	13.5
12/2/2018	Williams, Tim	Plowing / Salting	12.75
12/2/2018	Zellner, Aaron	Plowing / Salting	12
12/2/2018	Zelten, Brian	Plowing / Salting	12.5
12/3/2018	Gussert, Tim	FRP-1	12
12/4/2018	Gussert, Tim	FRP-1	12
12/6/2018	Ignatowski, Paul	State Roamer / FRP-1	12.5
12/7/2018	Mangin, Justin	FRP-1	12.75
12/7/2018	Maus, Todd	FRP-1	12
12/12/2018	Allen, Chris	Plowing / Salting	12
12/12/2018	Bockelman, Ben	Guardrail Accident Repair; Plowing / Salting	13
12/12/2018	Buhr, Mike	Mechanic Shop	12.5
12/12/2018	Curl, Todd	Mechanic Shop	12
12/12/2018	DuBois, Dave	Guardrail Accident Repair; Signing	13
12/12/2018	Engelmann, Curt	Plowing / Salting	14
12/12/2018	Ignatowski, Paul	Plowing / Salting	12
12/12/2018	Kapinos, Vince	Plowing / Salting	12.25
12/12/2018	Little, Bob	Plowing / Salting	12
12/12/2018	McEwen, Bryan	Guardrail Accident Repair; Plowing / Salting	15
12/12/2018	Messerschmidt, Bill	Plowing / Salting	12

12/12/2018	Schraufnagel, Dan	Plowing / Salting	12.5
12/12/2018	Scray, Norb	Plowing / Salting	12
12/12/2018	Sequin, Scott	Plowing / Salting	12
12/12/2018	Smits, Mike	Plowing / Salting	12.5
12/12/2018	Sperberg, Mark	Plowing / Salting	12
12/12/2018	Thompson, Nick	Plowing / Salting	12.5
12/12/2018	VanDenElzen, Ken	Plowing / Salting	12.5
12/12/2018	Zellner, Aaron	Plowing / Salting	12.5
12/19/2018	Bockelman, Ben	Guardrail Accident Repair	13
12/19/2018	Byrne, Nate	Guardrail Accident Repair	13
12/19/2018	DuBois, Dave	Guardrail Accident Repair	13.5
12/19/2018	McEwen, Bryan	Guardrail Accident Repair	13
12/19/2018	Zalewski, Jared	Guardrail Accident Repair	13
12/20/2018	Ignatowski, Paul	State Roamer / FRP-1	12.5
12/26/2018	Gussert, Tim	FRP-1	12
12/26/2018	Mangin, Justin	FRP-1	12
12/27/2018	Allen, Chris	Plowing / Salting	14.5
12/27/2018	Bogucki, Bill	Plowing / Salting	12.5
12/27/2018	Byrne, Nate	Plowing / Salting	12
12/27/2018	Dallas, Chris	Plowing / Salting	12
12/27/2018	Engelmann, Curt	Plowing / Salting	12.25
12/27/2018	Goral, Nick	Plowing / Salting	12.5
12/27/2018	Ignatowski, Paul	Plowing / Salting, FRP-1, ERC Call-ins (2)	17.5
12/27/2018	Liss, Tim	Plowing / Salting	12.5
12/27/2018	Little, Bob	Plowing / Salting	12
12/27/2018	Loritz, Nancy	Plowing / Salting	12
12/27/2018	Melbauer, Charlie	ERC call-ins (2), Night Roamer	13.5
12/27/2018	Peot, Tracy	Plowing / Salting, Make Brine	12.5
12/27/2018	Schraufnagel, Dan	Plowing / Salting	12
12/27/2018	Scray, Norb	Plowing / Salting	12
12/27/2018	Sequin, Scott	Plowing / Salting	12.25
12/27/2018	Skaletski, Todd	Plowing / Salting	12.5
12/27/2018	Smits, Mike	Plowing / Salting	12
12/27/2018	Sperberg, Mark	Plowing / Salting	12
12/27/2018	Zalewski, Jared	Plowing / Salting	12.5
12/27/2018	Zellner, Aaron	Plowing / Salting	12.5
12/27/2018	Zelten, Brian	Plowing / Salting	13.5
12/28/2018	Allen, Chris	Plowing / Salting	12.25
12/28/2018	Bogucki, Bill	Plowing / Salting	12
12/28/2018	Bouche, Macaine	Plowing / Salting	16
12/28/2018	Bray, Scott	Mechanic Shop	13
12/28/2018	Burney, Tim	Plowing / Salting	12
12/28/2018	Collins, Robbie	Plowing / Salting	12
12/28/2018	Dallas, Chris	Plowing / Salting	12.25
12/28/2018	Dickerson, Ben	Plowing / Salting	12
12/28/2018	Drewiske, Doug	Plowing / Salting	12
12/28/2018	Ferry, Jim	Mechanic Shop	13.5
12/28/2018	Ignatowski, Paul	Plowing / Salting	12

12/28/2018	Johnson, Jason	Plowing / Salting	13
12/28/2018	Kapinos, Vince	Plowing / Salting	12.5
12/28/2018	Little, Bob	Plowing / Salting	12.5
12/28/2018	Loritz, Nancy	Plowing / Salting	12.5
12/28/2018	Mangin, Justin	Plowing / Salting	13
12/28/2018	Melbauer, Charlie	Plowing / Salting	12
12/28/2018	Mineau, Zach	Plowing / Salting	12
12/28/2018	Mohr, Brian	Mechanic Shop	12
12/28/2018	Peot, Jesse	Plowing / Salting	12
12/28/2018	Reedy, Jason	Plowing / Salting	12
12/28/2018	Rentmeester, Dan	Plowing / Salting	12
12/28/2018	Sausen, Jim	Plowing / Salting	12
12/28/2018	Schraufnagel, Dan	Plowing / Salting	12
12/28/2018	Scray, Norb	Plowing / Salting	12.25
12/28/2018	Smits, Mike	Plowing / Salting	12.5
12/28/2018	Sperberg, Mark	Plowing / Salting	12
12/28/2018	Thompson, Nick	Plowing / Salting	12
12/28/2018	Veldboom, Zach	Mechanic Shop	13
12/28/2018	VerHaagh, Ken	Mechanic Shop	13
12/28/2018	Zellner, Aaron	Plowing / Salting	16
12/28/2018	Zelten, Brian	Plowing / Salting	13
12/31/2018	Buhr, Mike	Mechanic Shop	13.25
12/31/2018	McEwen, Bryan	Plowing / Salting	13
12/28/2019	Byrne, Nate	Plowing / Salting	12.25

**PUBLIC WORKS
FACILITY MANAGEMENT DIVISION
12-HOUR WORK DAYS
12/1/18 thru 12/31/18**

DATE	EMPLOYEE	OPERATION PERFORMED	# HOURS WORKED
12/26/18	Wendy Burke	Regular shift, plus coverage for employee on vacation	12.0

BROWN COUNTY PUBLIC WORKS
STAFFING SUMMARY
 As of 12/31/2018

HIGHWAY DIVISION:

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Filled Date	Unfilled Reason
Senior Civil Engineer	5/11/18	Resigned	Fill	In Process	N/A
Highway Crew	6/27/18	Retired	Hold: Eliminate 2019	---	N/A

	Budgeted FTE's	Actual #FTE's
Mgmt / Admin	10.75	10.75
Electrician	1.0	1.0
Engineering	7.0	6.0
Mechanics / Shop	12.0	12.0
Highway Crew	73.0	72.0
Sign Crew	2.0	2.0
Summer	4.12	0
LTE	2.0	0
TOTAL	111.87	103.75

FACILITY MANAGEMENT DIVISION:

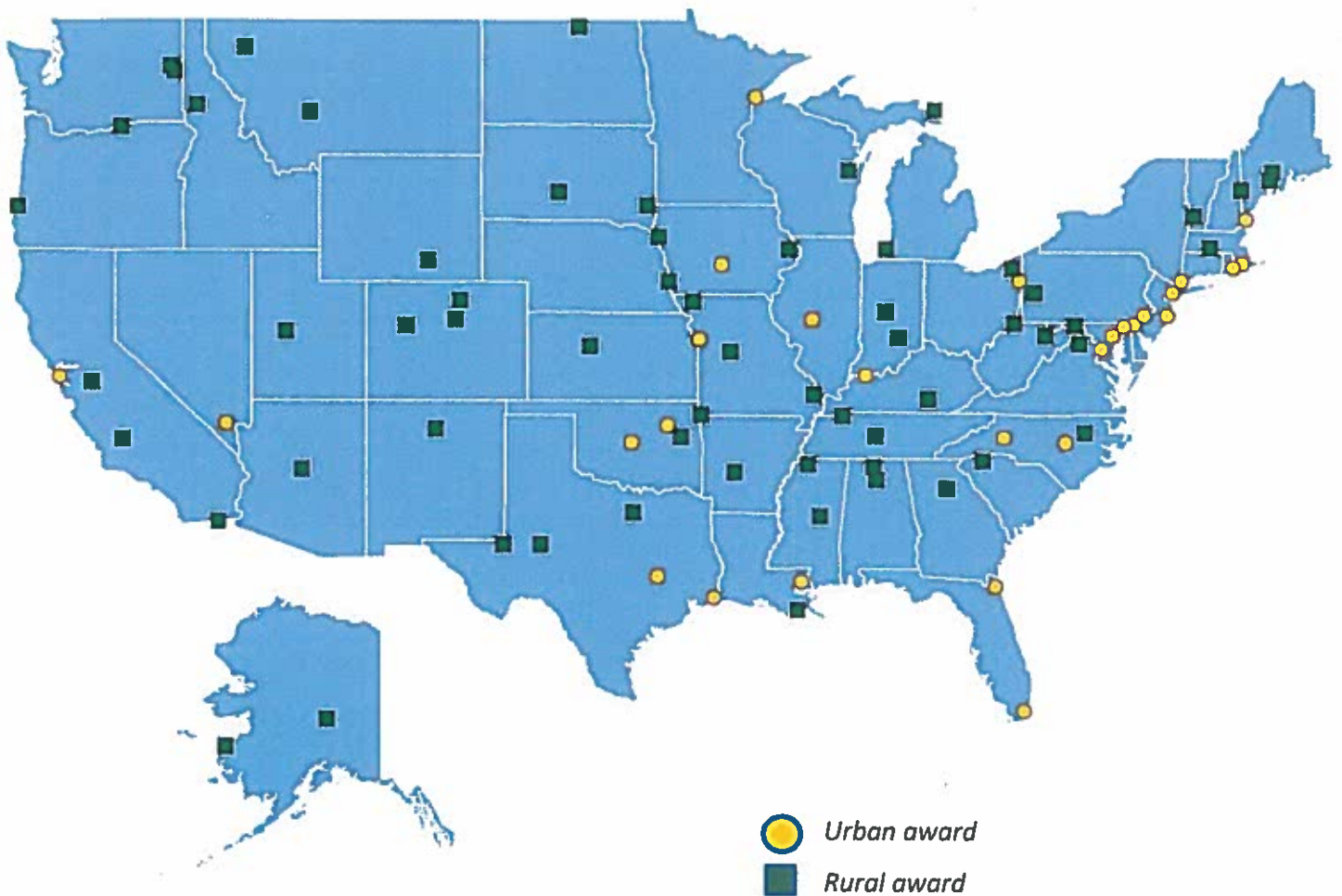
Position	Vacancy Date	Reason for Leaving	Fill or Hold	Filled Date	Unfilled Reason
Housekeeper (0.5)	9/5/17	Resigned	Hold per Vacancy Committee	---	Hold
Housekeeper	11/16/18	Resigned	Fill: Open	In Process	N/A
Housekeeping Manager	12/3/18	Retired	Hold: Pending Dept Reorg	---	Hold

	Budgeted FTE's	Actual #FTE's
Mgmt / Admin	5.25	4.25
Facility Technicians	2.0	2.0
Facility Mechanics	7.0	7.0
Facility Workers	9.0	9.0
Housekeeping	18.5	17.0
Electrician	1.0	1.0
Summer Help	0.46	0
TOTAL	43.21	40.25

BUILD Grants

Better Utilizing Investments to Leverage Development
Transportation Discretionary Grants Program

2018 AWARDS



U.S. Department
of Transportation

BUILD Grants

Better Utilizing Investments to Leverage Development Transportation Discretionary Grants Program

Rural

PROJECT NAME: State Trunk Highway 29 – County Highway VV Multimodal Interchange Project
APPLICANT/SPONSOR: Brown County
BUILD GRANT AWARD: \$19,757,899
TOTAL PROJECT COST: \$27,828,150
PROJECT LOCATION: Brown County, Wisconsin

PROJECT DESCRIPTION:

This project will replace the existing at-grade State Trunk Highway (STH) 29 and County Highway VV intersection with a full-access interchange approximately 1,600 feet west of the existing intersection including sidewalks, striped on-street bicycle lanes, and roundabouts at the ramp terminals and nearby intersections, and eliminate the STH 29 and County Highway U at-grade intersection.



PROJECT HIGHLIGHTS AND BENEFITS:

The project eliminates the only remaining at-grade intersections along Brown County's portion of the STH 29 corridor at County Highways VV and U, which would prevent high-speed right angle and rear-end crashes on and near this portion of STH 29. Although these intersections currently have J-turn modification to restrict certain movements, the intersections still have unsafe traffic merges and diverge points along the STH 29 mainline. Upgrading STH to freeway status decreases travel time and vehicle operating costs. The project will install ITS changeable message board to inform drivers of delays as they enter the Green Bay urbanized area, as well as extends fiber/broadband to rural communities.



U.S. Department
of Transportation

www.transportation.gov/buildgrants



**BUILD Grants**[About BUILD](#)[Awarded Projects](#)[BUILD 2018](#)[Home](#) > [Policy Initiatives](#)

BUILD Discretionary Grants

U.S. Department of Transportation Secretary Elaine L. Chao Announces \$1.5 Billion in BUILD Transportation Grants to Revitalize Infrastructure Nationwide

WASHINGTON – U.S. Transportation Secretary Elaine L. Chao today announced \$1.5 billion in discretionary grant funding to 91 projects in 49 states and the District of Columbia. The grants are made through the Better Utilizing Investments to Leverage Development (BUILD) Transportation Grants program and support road, rail, transit, and port infrastructure projects across the country.

"BUILD transportation grants are major investments in road, rail, transit, and port projects that serve as a down payment on this administration's commitment to America's infrastructure," said U.S. Transportation Secretary Elaine L. Chao.

Demand for BUILD grants far exceeded available funds, and the locally-driven nature of the applications was clear in their volume and geographic diversity. 851 eligible applications from all 50 states, as well as U.S. territories, and the District of Columbia were sent in response to the BUILD Notice of Funding Opportunity (NOFO), nearly double the applications received in 2017. Overall, applicants in 2018 requested more than \$10.9 billion in funding.

Project applications were evaluated by a team of 222 career staff in the Department and selected based on established criteria. The criteria included safety, economic competitiveness, quality of life, environmental protection, and state of good repair. Further criteria included innovation, such as projects supporting Autonomous Vehicles infrastructure, broadband service to underserved communities, as well as projects that demonstrate partnerships between the public and private sectors, and non-Federal revenue for transportation infrastructure investments. The Department

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projects that aligned with the criteria and addressed rural infrastructure needs.

The BUILD Transportation Grants re-balance a ten-year, historical underinvestment in rural communities. Rural applications more than doubled from the previous year's TIGER applications. Underinvestment in rural infrastructure has led to a decline in the routes that connect communities in rural America. In this round, in which 59 percent of the applications were for rural projects, 62 projects were awarded to rural grant applications.

Several selected projects will contribute to America's energy independence. The Permian Basin projects and the Port Arthur Multimodal Rail Expansion and Berth Expansion Project will both contribute to the efficient transportation of domestic energy products. Border security infrastructure is also supported through BUILD Transportation grants, with projects such as the Calexico East Port of Entry Bridge Expansion in California making bridge improvements to accommodate freight traffic and improving other transportation facilities at the border crossing.

The Consolidated Appropriations Act of 2018 appropriated \$1.5 billion for BUILD Transportation grants. For this round of BUILD Transportation grants, the maximum grant award is \$25 million for a single project, and no more than \$150 million can be awarded to a single state. There is a \$5 million minimum award for projects located in urban areas, and a \$1 million minimum for rural projects.

Updated: Tuesday, December 11, 2018



BUILD Grants
Better Utilizing Investments to Leverage Development Transportation Discretionary Grants Program



Increased emphasis on projects located in rural areas



\$1.5 billion ready for projects with a significant local or regional impact



Apply by July 19, 2018

 U.S. Department of Transportation

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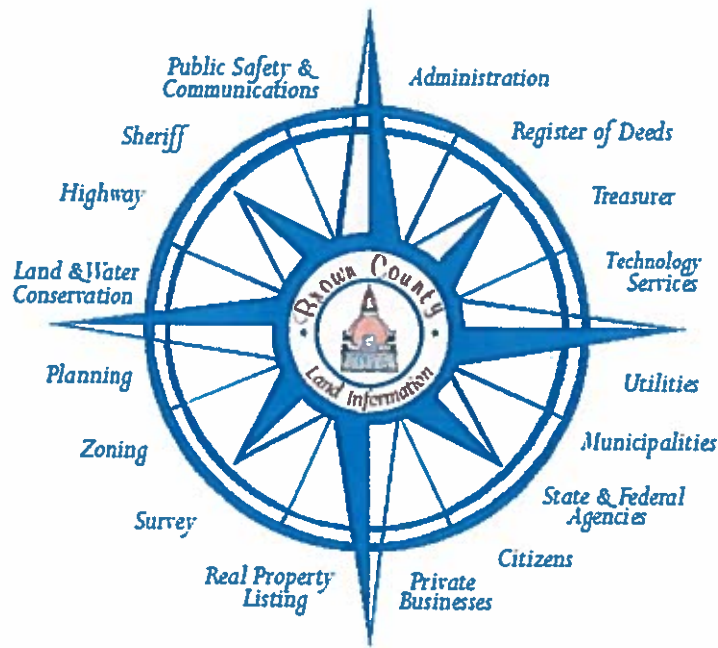
- [BUILD 2018 Awards](#)
- [TIGER 2017 Awards](#)
- [TIGER 2016 Awards](#)
- [TIGER 2015 Awards](#)
- [TIGER 2014 Awards](#)
- [TIGER 2013 Awards](#)
- [TIGER 2012 Awards](#)

DRAFT

Brown County

Land Information Plan

2019-2021



**Wisconsin Land Information Program
Wisconsin Department of Administration
101 East Wilson Street, 9th Floor
Madison, WI 53703
(608) 267-3369
www.doa.wi.gov/WLIP

DRAFT

1/16/2019

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EXECUTIVE SUMMARY

About this Document. This plan was prepared by the Brown County Land Information Council. By statute, a plan for land records modernization is required for participation in the Wisconsin Land Information Program (WLIP). The purpose of this document is twofold: 1) to meet WLIP funding eligibility requirements necessary for receiving grants and retaining fees for land information, and 2) to plan for county land records modernization in order to improve the efficiency of government and provide improved government services to businesses and county residents. The format and content of this document are based upon the Wisconsin Department of Administration (WiDOA) *Uniform Instructions for Preparing County Land Information Plans* dated March 2018.

Program Background. The Land Information Program is administered by the Wisconsin Department of Administration and funded by document recording fees collected at the county level. In 2017, Brown County brought in about \$314,000 in program fee revenue, plus \$51,000 in grants along with other miscellaneous revenue. This plan lays out how funds from grants and retained fees will be prioritized. However, as the county budget is determined with County Executive and County Board approval, this plan provides estimated figures that are subject to change and are designed to serve planning purposes only.

Land Information in Brown County. Many of Brown County's essential services rely on accurate and up-to-date land information. Emergency response, resource conservation, infrastructure planning, economic development, facility maintenance, regulatory inspection and many other county functions involve the storage of, access to, and analysis of various land records. Efficient access to information about addresses, buildings, property boundaries, roads, utilities, elevations, floodplains, districts, wards, zoning, land use, and other combinations of land information is important for various functions of state, county and municipal government. This information is very beneficial to private businesses and citizens as well. Every day, hundreds of people connect to Brown County's land records and GIS systems to gather data to help make decisions.

Mission of the Land Information Office. The overall mission of the Brown County Land Information Office (LIO) is to provide support for all county functions that rely on storing, sharing, analyzing, and depicting information and records related to land. Brown County also strives to meet the needs of municipal, state and federal governments as well as businesses and citizens by providing exceptional public access to these records via the Internet.

Project Summary. In the next three years, the LIO will:

- ⊕ Continue PLSS Remonumentation & parcel map framework enhancements
- ⊕ Continue GIS data improvements and document indexing using GIS
- ⊕ Complete Aerial Orthophotography and LiDAR projects
- ⊕ Continue to improve the online GIS mapping sites
- ⊕ Hire a GIS Specialist to assist with LIO and GIS responsibilities.

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The projects in this plan are based on a user needs assessment conducted by the GIS Coordinator/Land Information Officer in 2018. The remainder of this document provides more details on Brown County and the WLIP, summarizes land information projects, and reviews the county's status in completion and maintenance of the WLIP map data layers known as Foundational Elements.

Once approved, this plan supersedes all previous Brown County Land Information Plans and sets the direction for land information program efforts for a time frame of 2019 – 2021.

PROJECT SUMMARY

DRAFT

The key projects planned for the next 3 years are described below. Each paragraph contains a summary of the project description, reason for the project, and funding source. More detailed project information can be found in Section 4 of this document.

Project 1: Continue remonumenting Public Land Survey System (PLSS) corners. To ensure accuracy of all property boundaries and GIS mapping, completing survey corner remonumentation and obtaining GPS coordinates on them is needed. The PLSS is the foundation for all boundary determinations and property ownership, and this project will help reduce confusion about them. Also, this investment will help reduce costs for private surveys and lower costs overall when doing construction and other land-related projects in Brown County. Many corners west of the Fox River in the Williams Grant and Oneida Indian Reservation have not been located or monumented since the original surveys in the 1800s. This project is being partially funded by a Wisconsin Land Information Program grant.

Project 2: Scan more documents and index using GIS. Currently, the GIS map is used to index over 30,000 land surveys, survey corner tie sheets, zoning permits, floodplain changes, and more. Indexing these documents using geography and GIS makes these documents easily retrievable for both internal and external customers via online GIS applications. This system has proven successful for tracking site-specific documents. In the next three years, we plan to expand this system to include more zoning information and additional document types such as soil tests and environmentally sensitive area (ESA) amendments. GIS links to other document imaging systems such as the Register of Deeds Laredo and Tapestry systems will also be maintained.

Project 3: Produce aerial orthophotography in 2020. Obtaining new aerial orthophotography every 3 years is a goal to help maintain all base map layers and track land use changes across the county. The last flight was in 2017. A 2020 flight would coincide with the Decennial Census. Coinciding the photos with census data collection can be useful in planning and other applications. Project funds will likely come from partners including local municipalities, utilities, federal grants and other sources including the Brown County Land Information Program revenues.

Project 4: Produce LiDAR topographic mapping (including 1-foot elevation contours) in 2020. Updating detailed topographic mapping every 10 years is the goal. The LiDAR data and the derivative products such as 1-foot elevation contours is extremely useful for regional storm water analysis, watershed planning, pollution abatement, preliminary construction design and earthwork cut/fill estimation, zoning review and transportation planning. The last LiDAR flight was done in 2010. A 2020 flight would coincide with aerial photos which is useful for planning, engineering and environmental applications. Project funds will likely come from partners including the federal 3DEP program grants as well as local municipalities, utilities, and Land Information Program grants.

Project 5: Re-fill the vacant GIS Specialist position. Hiring the GIS Specialist (formerly GIS Technician) is critical to ensure the success of this plan and Brown County's GIS. This position has not been funded since 2014 due to a shortfall in Land Information Program revenues and transfers of program dollars to support staff in the Property Listing division.

Project 6: Maintain and enhance all Foundational Element GIS layers. Regular upkeep is needed ON all land information "Foundational Elements" described in Section 2 of this plan. Keeping our existing system up-to-date is an important and significant effort. Project costs involve mostly staff time, paid for using Land Information Program revenues and other funding sources.

Project 7: Evaluate new software tools such as Pinteegrity and the Parcel Fabric. These tools, and other software updates such as ArcGIS Pro, will be evaluated for their potential in streamlining work flows and making accurate, up-to-date information more easily available to all users of the data including the public. If we determine these tools to be useful, they would be purchased pending sufficient funding.

Project 8: Rebuild the Land Information Office web site. Brown County will be moving to a new web site template in 2019. This is a good opportunity to redesign and reorganize the Land Information page to make information easier to find.

Project 9: Continuously improve the "BrownDog" and other GIS applications. These in greater efficiency for staff and other users by speeding up searches for land information while doing common tasks (assisting citizens with information, making edits to the parcel map, etc). Project costs involve staff time using Land Information Program revenues.

Project 10: Educate and train staff. Training is very important to ensure people can effectively use the technology. The Land Information Program provides \$1000 in training & education grants each year; This is supplemented by other Land Information Program revenues as needed.

Project 11: Enhance GIS data to support surface water drainage & hydrologic modeling. GIS software tools such as ArcHydro use input GIS data including LiDAR topography, stream mapping, and culvert locations to model water flow across the surface and produce new GIS layers including detailed drainage patterns, flow accumulation maps, as well as catchment, basin and accurate watershed boundaries. This information can help with storm water planning, natural resource management, and water quality improvement efforts taking place across the county. The 2020 LiDAR project would produce a key input dataset for this project.

See Section 4 of this document for more details on these planned activities.

1 INTRODUCTION

In 1989, a public funding mechanism was created whereby a portion of county register of deeds document recording fees collected from real estate transactions would be devoted to land information through a new program called the Wisconsin Land Information Program (WLIP). The purpose of the land information plan is to meet WLIP requirements and aid in county planning for land records modernization.

The WLIP and the Land Information Plan Requirement

In order to participate in the WLIP, counties must meet certain requirements:

- Update the county's land information plan at least every three years
- Meet with the county land information council to review expenditures, policies, and priorities of the land information office at least once per year
- Report on expenditure activities each year
- Submit detailed applications for WLIP grants
- Complete the annual WLIP survey
- Subscribe to DOA's land information listserv
- Coordinate the sharing of parcel/tax roll data with the Department of Administration in a searchable format determined by DOA under s. 59.72(2)(a)

LAND INFORMATION

Any physical, legal, economic or environmental information or characteristics concerning land, water, groundwater, subsurface resources or air in this state.

'Land information' includes information relating to topography, soil, soil erosion, geology, minerals, vegetation, land cover, wildlife, associated natural resources, land ownership, land use, land use controls and restrictions, jurisdictional boundaries, tax assessment, land value, land survey records and references, geodetic control networks, aerial photographs, maps, planimetric data, remote sensing data, historic and prehistoric sites and economic projections.

– Wis. Stats. section 59.72(1)(a)

Any grants received and fees retained for land information through the WLIP must be spent consistent with the county land information plan.

Act 20 and the Statewide Parcel Map Initiative

A major development for the WLIP occurred in 2013 through the state budget bill, known as Act 20. It directed the Department of Administration (DOA) to create a statewide digital parcel map in coordination with counties.

Act 20 also provided more revenue for WLIP grants, specifically for the improvement of local parcel datasets. The WLIP is dedicated to helping counties meet the goals of Act 20 and has made funding available to counties in the form of Strategic Initiative grants to be prioritized for the purposes of parcel/tax roll dataset improvement.

For Strategic Initiative grant eligibility, counties are required to apply WLIP funding toward achieving certain statewide objectives, specified in the form of "benchmarks." Benchmarks for parcel data—standards or achievement levels on data quality or completeness—were determined through a participatory planning process. Current benchmarks are detailed in the [WLIP grant application](#), as will be future benchmarks.

WLIP Benchmarks

- Benchmark 1 & 2 – Parcel and Zoning Data Submission/Extended Parcel Attribute Set Submission
- Benchmark 3 – Completion of County Parcel Fabric
- Benchmark 4 – Completion and Integration of PLSS

More information on how Brown County is meeting these benchmarks appears in the Foundational Elements section of this plan document.

County Land Information System History and Context

Brown County's land records system dates back to the 1800s. At that time, Brown County's surveying and real estate recordkeeping systems were among the best in the world given the technology of the time. However, over the next 150+ years, the paper-based land records system grew unwieldy, outdated, and inefficient to use. By the 1970s, there were several initiatives to "modernize" land records at all levels of government through the use of computer technology. In 1978, the Wisconsin Department of Administration, in cooperation with the University of Wisconsin, inventoried and analyzed the impediments that limited the access and use of various public records. The inefficiencies of the paper-based system were shown to lead to higher costs to taxpayers. Pressure to modernize came from within government but also from the private sector, particularly real estate professionals, engineers, surveyors, and other businesses that rely on county land records. In 1985, Governor Earl created the Wisconsin Land Records Committee (WLRC) through Executive Order #79. The WLRC developed a conceptual model for a land records modernization program and reported this to the governor in 1987.

In 1989, the Wisconsin Land Information Program was officially created through legislation. Under this program, all 72 counties were to establish a local Land Information Office (LIO) as defined in statutes 59.72 and 59.43. The funding mechanism is based on real estate document recording fees collected in the county Register of Deeds office. The Brown County Board established an LIO in 1990 by resolution.

Since 1990, Brown County has succeeded in many land records modernization efforts including electronic real estate document management, digital parcel mapping, GIS implementation, and providing internet access to records. All of these efforts were guided by strategic planning efforts through the Brown County Land Information Office Committee (now called the Land Information Council) while being supported by County Executives and Boards.

The success of the Land Information Program is significant and measurable. Today, accurate digital land records are more easily accessible than ever before and support a wide range of functions across the community as depicted on the graphic below.

By leveraging modern technology, the Land Information Program has vastly improved upon Wisconsin's rich tradition in openness in government by giving businesses and citizens the means to view open records from the comfort of their home or office using internet technology.

Users can run database queries on a centralized up-to-date computer database, thus shortening the time spent searching.

Today, many systems are highly dependent on land information and GIS is deeply integrated into these systems.

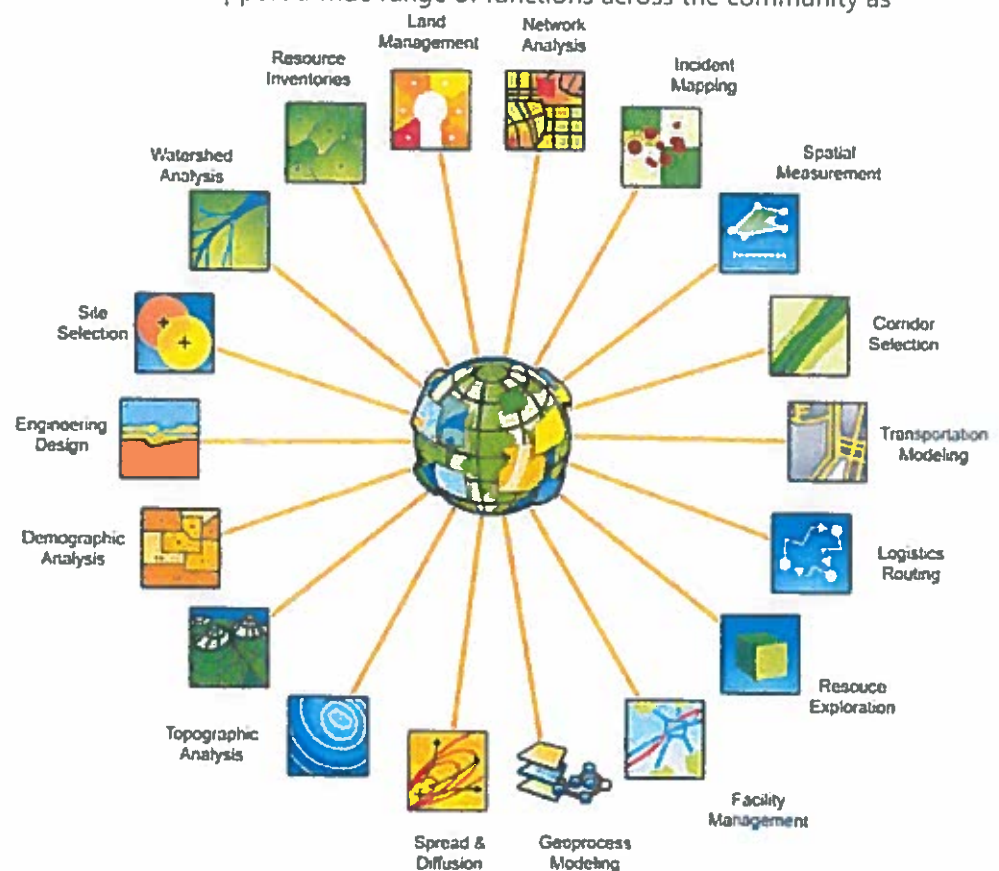


Figure 1: How GIS is used (credit: Esri)

County Land Information Plan Process

County land information plans were initially updated every five years. However, as a result of Act 20, counties must update and submit their plans to DOA for approval every three years. The 2019-2021 plan, completed at the end of 2018, is the second post-Act 20 required update.

Plan Participants and Contact Information

Another requirement for participation in the WLIP is the county land information council, established by legislation in 2010. The council is tasked with reviewing the priorities, needs, policies, and expenditures of a land information office and advising the county on matters affecting that office.

According to s. 59.72(3m), Wis. Stats., the county land information council is to include:

- Register of Deeds
- Treasurer
- Real Property Lister or designee
- Member of the county board
- Representative of the land information office
- A realtor or member of the Realtors Association employed within the county
- A public safety or emergency communications representative employed within the county
- County surveyor or a registered professional land surveyor employed within the county
- Other members of the board or public that the board designates

The land information council must have a role in the development of the county land information plan, and DOA requires county land information councils to approve final plans.

This plan was prepared by the county LIO, the Brown County Land Information Council, and others as listed below.

* Land Information Council Members designated by asterisk and **bold font**

County Land Information Council and Plan Workgroup

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2 FOUNDATIONAL ELEMENTS

Counties must have a land information plan that addresses development of specific datasets or map layer groupings historically referred to as the WLIP **Foundational Elements**. Foundational Elements incorporate nationally-recognized "Framework Data" elements, the major map data themes that serve as the backbone required to conduct most mapping and geospatial analysis.

In the past, Foundational Elements were selected by the former Wisconsin Land Information Board under the guiding idea that program success is dependent upon a focus for program activities. Thus, this plan places priority on certain elements, which must be addressed in order for a county land information plan to be approved. Beyond the county's use for planning purposes, Foundational Element information is of value to state agencies and the WLIP to understand progress in completion and maintenance of these key map data layers.

Beyond Brown County's use for planning purposes, the "Foundational Elements" listed here are valuable to state agencies and others looking to see the status of common GIS layers used throughout the state. The layers listed in this section are those "key map layers" identified in the Wisconsin Land Information Program statutes and guidelines. This list is not a comprehensive list of all land information or GIS datasets available in Brown County. There are many other datasets that have been produced for various county and other local projects. This Foundational Elements listed below are focused on the key layers that were identified by the WLIP.

FOUNDATIONAL ELEMENTS

- PLSS
- Parcel Mapping
- LiDAR and Other Elevation Data
- Orthoimagery
- Address Points and Street Centerlines
- Land Use
- Zoning
- Administrative Boundaries
- Other Layers

PLSS

Public Land Survey System Monuments

Layer Status

PLSS Layer Status

	Status/Comments
Number of PLSS corners (selection, ¼, meander) set in original government survey that can be remonumented in your county	<ul style="list-style-type: none"> 3036. This number had been higher in previous reports, however, it has been determined that some corners are not considered original.
Number and percent of PLSS corners capable of being remonumented in your county that have been remonumented	<ul style="list-style-type: none"> 2355 (78%)
Number and percent of remonumented PLSS corners with survey grade coordinates <small>(see below for definition)</small>	<ul style="list-style-type: none"> 100% of the remonumented corners have survey grade coordinates.
<ul style="list-style-type: none"> SURVEY GRADE – coordinates collected under the direction of a Professional Land Surveyor, in a coordinate system allowed by 236.18(2), and obtained by means, methods and equipment capable of repeatable 2 centimeter or better precision SUB-METER – point precision of 1 meter or better APPROXIMATE – point precision within 5 meters or coordinates derived from public records or other relevant information 	
Number and percent of survey grade PLSS corners integrated into county digital parcel layer	<ul style="list-style-type: none"> 100% of the remonumented corners are integrated into the digital parcel layer.
Number and percent of non-survey grade PLSS corners integrated into county digital parcel layer	<ul style="list-style-type: none"> n/a
Tie sheets available online?	<ul style="list-style-type: none"> Yes Survey Index & Tie Sheet Viewer app (click here)
Percentage of remonumented PLSS corners that have tie sheets available online (whether or not they have corresponding coordinate values)	<ul style="list-style-type: none"> 100% of the remonumented corners have tie sheets available on the above-noted Survey Index & Tie Sheet Viewer GIS app.
Percentage of remonumented PLSS corners that have tie sheets available online (whether or not they have corresponding coordinate values) and a corresponding URL path/hyperlink value in the PLSS geodatabase	<ul style="list-style-type: none"> 100%
PLSS corners believed to be remonumented based on filed tie-sheets or surveys, but do not have coordinate values	<ul style="list-style-type: none"> 0 (none)
Approximate number of PLSS corners believed to be lost or obliterated	<ul style="list-style-type: none"> 681
Which system(s) for corner point identification/ numbering does the county employ (e.g., the Romportl point numbering system known as Wisconsin Corner Point Identification System, the BLM Point ID Standard, or other corner point ID system)?	<ul style="list-style-type: none"> Brown County uses a unique corner ID system. The above-mentioned Tie Sheet Viewer online GIS app shows corner names; If more information is needed, a grid map can be provided upon request.
Does the county contain any non-PLSS areas (e.g., river frontage long lots, French land claims, private claims, farm lots, French long lots, etc.) or any special situations regarding PLSS data for tribal lands?	<ul style="list-style-type: none"> Yes. Private Claims, Indian Claims, Oneida Reservation Lots, Williams Grant, and the Fort Howard Military Reserve areas all use non-PLSS tract descriptions. The LIO web site includes a breakdown and map of each.
Total number of PLSS corners along each bordering county	<ul style="list-style-type: none"> 243
Number and percent of PLSS corners remonumented along each county boundary	<ul style="list-style-type: none"> 227 (93%). The corners not remonumented along the county boundary are mostly the 1/16th corners through the Oneida Indian Reservation.
Number and percent of remonumented PLSS corners along each county boundary with survey grade coordinates	<ul style="list-style-type: none"> All of them (100%).
In what ways does your county collaborate with or plan to collaborate with neighboring counties for PLSS updates on shared county borders?	<ul style="list-style-type: none"> The Brown County Surveyor contacts the adjacent counties if there are issues or questions. Updated tie sheets are sent after corner maintenance is completed.

Custodian

- Brown County Planning & Land Services Department / Surveyor's Office (County Surveyor)

Maintenance

- PLSS records are updated daily or as needed. Tie sheet PDFs include historical information.

Standards

- Statutory Standards for PLSS Corner Remonumentation

- s. 59.74, Wis. Stats. Perpetuation of section corners, landmarks.
- s. 60.84, Wis. Stats. Monuments.
- ch. A-E 7.08, Wis. Admin. Code, U.S. public land survey monument record.
- ch. A-E 7.06, Wis. Admin. Code, Measurements.
- s. 236.15, Wis. Stats. Surveying requirement.
- SURVEY GRADE standard from Wisconsin County Surveyor's Association:
 - **SURVEY GRADE** – coordinates collected under the direction of a Professional Land Surveyor, in a coordinate system allowed by 236.18(2), and obtained by means, methods and equipment capable of repeatable 2 centimeter or better precision
 - **SUB-METER** – point precision of 1 meter or better
 - **APPROXIMATE** – point precision within 5 meters or coordinates derived from public records or other relevant information
- Brown County uses the Survey Grade standard for all PLSS corner work.

Other Geodetic Control and Control Networks

e.g., HARN, Height Mod., etc.

Layer Status

- With assistance of the WiDOT, municipalities, and private companies, Brown County has developed and densified a HARN (High Accuracy Reference Network) using Federal Geodetic Control Subcommittee guidelines. National Geodetic Survey monuments are also present.

Custodian

- Brown County is not the custodian of the HARN or NGS monuments.

Maintenance

- Brown County is not responsible for the maintenance of the HARN or NGS monuments.

Standards

- Four Primary Stations (1 ppm), 36 Secondary (2 ppm) and over 50 Tertiary (10ppm) stations have been established in Brown County. A Vertical Geodetic Control Network is also in place, and it is based on the National Spatial Reference System. All 1st, 2nd, and 3rd order NGS monuments have been recovered; GPS coordinates and elevations have been captured on more than 170 of these.

Parcel Mapping

Parcel Geometries

Layer Status

- **Progress toward completion/maintenance phase:** County-wide parcel layer is 100% complete in Brown County, and all of the county's parcels are available in a digital CAD and GIS format. As of September 2018, there are 102,498 tax parcels in Brown County. Parcels boundary lines are drafted using coordinate geometry in AutoCAD as referenced to its source document, professionally analyzed, and precisely mapped into a geodetic controlled PLSS base. The parcel map layer is maintained using both AutoCAD and ArcGIS.
- **Projection and coordinate system:** Transverse Mercator, NAD 1983 HARN WISCRS: Brown County, Feet
- **Integration of tax data with parcel polygons:** Brown County has a parcel polygon GIS model that directly integrates tax/assessment data as parcel attributes.
- **Esri Parcel Fabric/LGIM Data Model:** Brown County does not use the Esri Parcel Fabric Data Model, or Esri's Local Government Information Model. However, the Parcel Fabric will be evaluated in the next three years.
- **Online Parcel Viewer Software/App and Vendor name:** Brown County uses Esri's Web AppBuilder to publish parcels and other GIS data online. The site is named "BrownDog" and is available [by clicking here](#).

- **Unique URL path for each parcel record:** Yes. The URL is stable and includes assessment data, information on recorded documents, and more. Later in 2018, after Brown County converts our Tax System to GCS Software, more information will be available.

Custodian

- Brown County Planning & Land Services Department / Property Listing Division

Maintenance

- **Update Frequency/Cycle.** Parcel maps including polygons are updated daily as needed.
- The latest information is published online about 3 times per week.

Standards

- **Data Dictionary:**
- Detailed metadata is embedded in the GeoDatabase feature datasets. Additionally, a data dictionary is available in PDF format online. A data dictionary is available for each element/attribute name, and explanations of any county-specific notations for parcel attributes listed by s. 59.72(2)(a).
- Parcel mapping meets National Map Accuracy Standards for 1" = 50' scale.
- Brown County meets the standards set forth by the statewide parcel mapping project;

Assessment/Tax Roll Data

Layer Status

- **Progress toward completion/maintenance phase:** N/A. Brown County maintains tax roll data throughout the year.
- **Tax Roll Software/App and Vendor name:** In 2019, Brown County will switch from an in-house custom AS/400 system to the GCS Software system (LandNav).
- **Municipal Notes:** N/A. Brown County does tax listing for the entire county.

Custodian

- Brown County Planning & Land Services Department / Property Listing Division.

Maintenance

- **Maintenance of the Searchable Format standard:** To maintain the Searchable Format standard, the county will use GCS Software's exporting tool to produce a copy of the data in the Searchable Format standard.
- **Searchable Format Workflow:** The county maintains parcel/tax roll data in way that differs from the state standard, but a third-party export tool (provided by GCS Software) makes it possible to produce the Searchable Format with little human labor.

Standards

- Wisconsin Department of Revenue [Property Assessment Manual](#) and attendant DOR standards
- DOR XML format standard requested by DOR for assessment/tax roll data will be met after conversion to GCS Software's product is complete (late 2018)

Non-Assessment/Tax Information Tied to Parcels

e.g., Permits, Easements, Non-Metallic Mining, Brownfields, Restrictive Covenants

Layer Status

- Brown County ties the following datasets to parcels via GIS and/or Parcel ID:
 - Shoreland Permits
 - POWTS (Private Onsite Waste Treatment Systems)
 - Agricultural field units
 - Non-metallic mining sites
 - Surveys (link to survey index)
 - Real estate documents (via Tapestry)
 - Municipal information (zoning, web sites, administrators)
 - Google Street View imagery

Custodians

- Brown County Planning & Land Services / Zoning Division
- Brown County Land & Water Conservation Department

Maintenance

- As Needed

Standards

- Mapping tied to parcels generally follows the same accuracy standards as the parcel dataset (NMAAS 1" = 50').

ROD Real Estate Document Indexing and Imaging

Layer Status

- **Grantor/Grantee Index:** Digitized grantor/grantee index November 21, 1980. In progress: 1962 to November 20, 1980. Prior to 1962, paper index stored off-site and available upon request.
- **Tract Index:** Official Tract Index is Private Claim and PLSS based – digitized January 1, 1989. Prior to January 1, 1989 paper based Tract Index available in the Register of Deeds Office. 75 years after Official Tract Index started another tract index system was created in Brown County called Abstract Listing. Like the official Tract Index, it is Private Claim and PLSS based. Tracts were merged on June 1, 1995 and Abstract Listing books closed. All paper Abstract books were digitized and imported into Register of Deeds Tract Index system for searching on November 21, 2006.
- **Imaging:** TIFF images for documents from May 1, 1989 forward are linked to index and available online through subscription service. TIFF images from 1962 to April 30, 1989 in production to be linked to index and document number. Prior to 1962 images are on microfiche and available in the Register of Deeds office only.
- **ROD Software/App and Vendor Name:** Laredo/Tapestry from Fidar Technologies.
- **Survey Index:** The Brown County GIS system includes a map layer depicting the area boundaries of all plats, certified survey maps, plat of surveys, transportation plats, and miscellaneous surveys. The GIS layer includes attributes that allow for map searches and the attributes include surveyor name, date of survey, and linkage to scanned survey image.

Custodian

- County Register of Deeds

Maintenance

- Daily updates. Off-site data replication (Index and Images) from 1962 forward. Remote searchers access replicated data base

Standards

- s. 59.43, Wis. Stats. Register of deeds; duties, fees, deputies.
- ch. 706, Wis. Stats. Conveyances of real property; Recording; Titles.

LiDAR and Other Elevation Data

LiDAR

Layer Status

- **Most recent acquisition year:** 2010
- **Accuracy:** The Brown County Surveyor checked the accuracy of our delivered product by making GNSS observations on over 93 photo-identifiable points. These observations showed the product had an RMSE of 0.207(z) for an NSSDA accuracy of 0.405 feet (z)
- **Post spacing:** Approximately 3.9 feet
- **Contractor's standard, etc.:** Quality Assurance procedures conducted by the Brown County Surveyor showed the LiDAR data exceeded the spatial accuracy set forth in project specifications: Tests showed an RMSE_z of 0.21 feet and an NSSDA Accuracy of 0.41 feet.
- **Next planned acquisition year:** 2020 if funding can be acquired.

Custodian

- Brown County Planning & Land Services Department / Land Information Office.

Maintenance

- These data are housed on the internal GIS server and made available through the [LIO Data Downloads](#) page.

Standards

- Exceeds standards for 2-foot contour mapping (tests showed an RMSE_z of 0.21 feet and an NSSDA Accuracy of 0.41 feet, which is nearly sufficient for 1-foot contour generation).

LiDAR Derivatives

e.g., Bare-Earth Digital Terrain Model (DTM), Bare-Earth Elevation Contours, Bare-Earth Digital Elevation Model (DEM), Digital Surface Model (DSM), etc.

Layer Status

The 2010 LiDAR dataset has been used to create:

- Hydro-flattened DEM (per FEMA standards for flood mapping)
- Terrain model
- Two-foot contours in GeoDatabase, shapefile, and AutoCAD DWG formats
- Brown County's LiDAR dataset was NOT in place when FEMA last published countywide flood mapping in 2008-09.
- **Online viewing:** Many web applications include these data layers including the [Multi-Purpose GIS app](#)
- **Downloading data** is possible from the [LIO web site](#) (various formats)

Custodian

- Brown County Planning & Land Services Department / Land Information Office.

Maintenance

- These data are maintained on the internal GIS server and made available through the [LIO Data Downloads](#) page.

Standards

- Quality Assurance procedures conducted by the Brown County Surveyor showed the LiDAR data exceeded the spatial accuracy set forth in project specifications: Tests showed an RMSE_z of 0.21 feet and an NSSDA Accuracy of 0.41 feet.

Other Types of Elevation Data

Layer Status

- In addition to the 2010 LiDAR data & its derivatives, Brown County has two-foot contour data from April 2000. This was based on aerial photography and produced using photogrammetric mapping techniques. The 2000 dataset does not cover the entire county.

Custodian

- Brown County Planning & Land Services Department / Land Information Office

Maintenance

- All previous elevation datasets are maintained on the county's internal GIS server

Standards

- This dataset was found to have inaccuracies, and although the contractor re-mapped parts of it, this dataset has not been deemed to meet the two-foot accuracy standards in all areas.

Orthoimagery

Orthoimagery

Layer Status

- **Most recent acquisition year:** 2017
- **Resolution:** 6 inches
- **Online viewing:** Orthoimagery can be viewed on the [BrownDog GIS app](#)
- **Downloading data** is possible via the [LIO web site](#) (TIF or SID formats)
- **Next planned acquisition year:** 2020
- **WROC participation in 2020:** Brown County will provide imagery to WROC in 2020 if a flight is completed, regardless of vendor. Brown County chooses qualified vendors based on an RFP or bid process. The WROC vendor proposal may or may not be selected based on price or other criteria.

Custodian

- Brown County Land Planning & Land Services Department / Land Information Office

Maintenance

- All imagery is maintained on the GIS server and made available to internal and public users.
- This dataset is available for download as TIF and SID format on the Brown County Land Information web site.
- Brown County plans to produce high-resolution photos every 3 years pending sufficient budget.

Standards

- Orthoimagery from 2000, 2005, 2010, 2014, and 2017 were completed with a 6" ground resolution and tested to ensure they meet National Map Accuracy Standards (NMAS) for 1" = 100' mapping (NSSDA Accuracy is 1.73' or better).

Historic Orthoimagery

Layer Status

- Brown County has contracted to produce historic orthoimagery for several years including 1938, 1960, 1978 and 1992 (in addition to the imagery from 2000, 2005, 2010, 2014, and 2017).
- **Online viewing:** Historic orthoimagery can be viewed on the [BrownDog GIS app](#)
- **Downloading data** is possible for some datasets via the [LIO web site](#) (TIF or SID formats)

Custodian

- Brown County Planning & Land Services Department/ Land Information Office

Maintenance

- All historic imagery is maintained on the GIS server where it can easily be called up to serve as a historic base map to view land use changes over time. Historic images can be viewed and compared as overlays using the Brown County Land Information web apps including the [BrownDog](#).

Standards

- The older aerial orthophotos have inconsistent mapping accuracy across the image, but generally the historic images meet National Map Accuracy Standards for 1" = 200' mapping for the older images (1938, 1960, 1978, and 1992) and 1" = 100' for the images from 2000 and after.

Other Types of Imagery

e.g., Oblique Imagery, Satellite Imagery, Infra-red, etc.

Layer Status

- Brown County has not contracted for oblique imagery, but both oblique and street view imagery has been produced by Google and Microsoft for most of the county and is accessible through web links on the county's GIS.
- The 2014 and 2017 TIF images include a 4th band (near infrared).

Custodian

- Brown County Planning & Land Services Department: Land Information Office (LIO)

Maintenance

- Future flights will include the near infrared band because this is useful for certain activities such as wetland delineation.

Standards

- Accuracy and other standards vary for each dataset but generally meet NMAS for 1" = 100' mapping

Address Points and Street Centerlines

Address Point Data

Layer Status

- 100% complete.

Custodians

- Brown County Municipalities (assign address numbers)
- Brown County Planning & Land Services Department / Planning Division
- Brown County Planning & Land Services Department / Property Listing Division
- Brown County Planning & Land Services Department / Land Information Office
- Brown County Public Safety Communications Department (assign 911 attributes)

Maintenance

- Address points are updated daily or as needed by Planning & Land Services Staff and by Public Safety Communications staff using a versioned SDE GeoDatabase and ArcGIS Desktop.

Standards

- Address points are placed on buildings for residences and near entrances of larger commercial and retail buildings using aerial orthophotos having National Map Accuracy Standards (NMAS) for 1" = 100' mapping.

Building Footprints

Layer Status

- About 70% complete. Most of the urbanized areas have contracted to have building footprints produced from the 2010, 2014, and/or 2017 aerial imagery and Brown County has compiled these footprints into the county GIS database. Additionally, Brown County incorporated free, downloadable buildings created by Microsoft for much of the rest of the county.
- **Online viewing:** Building footprints can be viewed online with the [BrownDog GIS app](#).

Custodian

- Municipalities within Brown County; also the county Planning & Land Services Department

Maintenance

- Updated based on new aerial photography as needed or as time permits.

Standards

- The goal is for all buildings to meet National Map Accuracy Standards (NMAS) for 1" = 100' mapping

Other Types of Address Information

e.g., Address Ranges

Layer Status

- Address ranges on street centerlines are 100% complete

Custodian

- Brown County Planning & Land Services Department / Land Information Office

Maintenance

- Address ranges on street centerlines are updated by Planning & Land Services staff as needed

Standards

- Street Centerlines meet National Map Accuracy Standards (NMAS) for 1" = 100' mapping

Street Centerlines

Layer Status

- Street centerlines are mapped countywide. Each segment includes about 30 attributes that support the Brown County NG911 system, Metropolitan Planning Organization (MPO), and Public Works/Highway.
- Streets include annotation. Mile markers are mapped on all freeways.
- **Online viewing:** Street centerlines can be viewed online with the [BrownDog GIS app](#)

Custodian

- Brown County Planning & Land Services Department / Planning Division
- Brown County Planning & Land Services Department / Land Information Office

Maintenance

- Street Centerlines are updated by Planning & Land Services staff as needed using a versioned SDE GeoDatabase and ArcGIS Desktop

Standards

- Street Centerline database schema is similar to that used by other counties and Esri. The centerline mapping meets National Map Accuracy Standards (NMAS) for 1" = 100' mapping

Rights of Way

Layer Status

- Complete; in maintenance phase, updated as needed. This data is maintained as lines within our CAD parcel dataset as well as our GIS parcel line feature class. Lines have layer codes that allow users to filter the right of way lines from the rest of the parcel line work.
- **Online viewing:** Road and railroad right of ways can be viewed online with the [BrownDog GIS app](#)

Custodian

- Brown County Planning & Land Services Department / Property Listing Division maintains this data in AutoCAD and also using a versioned SDE GeoDatabase and ArcMap

Maintenance

- Brown County Property Listing updates this layer daily or as needed.

Standards

- Horizontal accuracy standard: Meets National Map Accuracy Standards (NMAS) for 1" = 50' mapping.

Trails & Sidewalks

e.g., Recreational Trails

Layer Status

- Almost 100% complete. Brown County Planning & Land Services Department / Planning Division has mapped all known trails and sidewalks in the county.
- Trail mile markers are maintained on the major trails (Fox River State Trail, East River Trail, etc)
- **Online viewing:** These can be viewed online with the [BrownDog GIS app](#)

Custodian

- Brown County Planning & Land Services Department / Planning Division

Maintenance

- Updated as needed, usually in conjunction with new aerial orthophotography.

Standards

- Mapping meets National Map Accuracy Standards (NMAS) for 1" = 100' maps

Land Use

Current Land Use

Layer Status

- Mostly complete but in need of updates. Brown County's last full land use inventory was completed in 2014 and is again being revised in 2018. Aerial orthophotography is used to update land use.

Custodian

- Brown County Planning & Land Services Department / Planning Division.

Maintenance

- Updated as needed, usually in conjunction with new aerial photography or when Brown County is updating land use plans. A new county comprehensive plan will be developed in 2019 and the land use will be updated using 2017 aerials.

Standards

- Land Use is coded based on the Bay-Lake Regional Planning Commission classification system
- Land use mapping meets National Map Accuracy Standards (NMAS) for 1" = 100' maps

Future Land Use

Layer Status

- This layer was last completed countywide in 2007. It has not been updated since, though we plan to update this layer as part of our county comprehensive plan update in 2019.

Custodian

- Brown County Planning & Land Services Department / Planning Division

Maintenance

- Updated as needed.

Standards

- s. 66.1001, Wis. Stats. Comprehensive planning.

Zoning

County General Zoning

Layer Status

- Not administered by Brown County.

Shoreland Zoning and POWTS (Private Onsite Waste Treatment Systems)

Layer Status

- Complete; in maintenance phase, updated as needed.
- **Online viewing:** Shoreland Zoning & POWTS layers can be viewed online with the [BrownDog GIS app](#)

Custodians

- Brown County Planning & Land Services Department / Zoning Division
- Brown County Planning & Land Services Department / Land Information Office

Maintenance

- This data layer is updated as needed. Changes can occur with new navigability determinations, FEMA flood map revisions, and DNR wetland changes. Data managed using a versioned SDE GeoDatabase and ArcGIS Desktop.

Standards

- Wisconsin NR115 and NR116 and Chapters 22 and 23 of the Brown County Code

Farmland Preservation Zoning

Layer Status

- The County does maintain a GIS representation of county farmland preservation boundaries.
- **Year of certification:** 2017

Custodians

- Brown County Planning & Land Services Department
- Brown County Land & Water Conservation Department

Maintenance

- Map layers are updated as needed.

Standards

- Wisconsin Working Lands Initiative (Wis. Statutes chapter 91).

Floodplain Zoning

Layer Status

- The County does maintain a GIS representation of floodplain zoning boundaries.
- The county's floodplain zoning GIS data is not the same as/identical to the [FEMA map](#), the one difference being we include polygon outlines showing LOMA/R (Letter of Map Amendment/Revision).
- Limited Boundary Adjustment/Fill in Flood Fringe; Letters of Map Change

Custodians

- Brown County Planning & Land Services Department / Zoning Division
- Brown County Planning & Land Services Department / Land Information Office

Maintenance

- Letters of Map Change are maintained in the GIS database and the area affected is shown on the [BrownDog online GIS map](#).

Standards

- Chapters 22 and 23 of the Brown County Code

Airport Protection

Layer Status

- The County does maintain a GIS representation of airport protection zoning boundaries
- **Airport protection zoning map depicts:** Height limitation restrictions and general zoning overlay for airport protection.
- **Online viewing:** Airport zoning can be viewed online with the [BrownDog GIS app](#)

Custodians

- Austin Straubel International Airport
- Brown County Planning & Land Services staff assists with the mapping/GIS components.

Maintenance

- This dataset is updated as needed.

Standards

- Brown County Zoning Ch. 24 Ordinance

Municipal Zoning Information Maintained by the County

e.g., Town, City and Village, Shoreland, Floodplain, Airport Protection, Extra-Territorial, Temporary Zoning for Annexed Territory, and/or Zoning Pursuant to a Cooperative Plan

Layer Status

- Brown County has assisted many of the smaller towns with zoning map production in GIS format. We have also received copies of municipal zoning from other municipalities for use within certain projects; However, as we are not often privy to changes, the county's zoning map cannot be relied on as current.
- The LIO indexed all municipal zoning web pages and maps within ArcGIS Online:
<http://browncounty.maps.arcgis.com/home/search.html?q=zoning&t=content&content=all>

Custodian

- Brown County Municipalities

Maintenance

- Brown County will maintain municipal zoning data if provided by the municipality or if the county has agreed to assist the municipality with zoning map updates.

Standards

- Mapping accuracy standards: Zoning is usually based on parcel mapping, 1" = 50' NMAS.

Administrative Boundaries

Civil Division Boundaries

e.g., Towns, City, Villages, etc.

Layer Status

- 100% complete

Custodians

- Brown County Planning & Land Services Department / Property Listing Division
- Brown County Planning & Land Services Department / Land Information Office

Maintenance

- Updated as needed

Standards

- Mapping meets National Map Accuracy Standards (NMAS) for 1" = 100' mapping

School Districts

Layer Status

- **Progress toward completion/maintenance phase:** School Districts are mapped; 100% complete.
- **Relation to parcels:** Parcel attributes include a school district code
 - **Attributes linked to parcels:** School District ID
- **Online viewing:** School Districts can be viewed online with the [BrownDog GIS app](#)

Custodians

- Brown County Planning & Land Services Department / Property Listing Division
- Brown County Planning & Land Services Department / Land Information Office

Maintenance

- Updated as needed

Standards

- Map layer meets National Map Accuracy Standards (NMAS) for 1" = 100' mapping

Election Boundaries

e.g., Voting Districts, Precincts, Wards, Polling Places, etc.

Layer Status

- Wards and County Supervisor Districts are mapped as a GIS layer (100% complete).
- **Online viewing:** Districts & Wards can be viewed online with the [BrownDog GIS app](#)

Custodian

- Brown County Clerk's Office
- Planning & Land Services Department

Maintenance

- Updates are made to boundaries during the Redistricting process.
- Annexations can trigger other changes to wards and districts; the district changes are gathered from resolutions filed in the County Clerk's office and updated on the GIS map using a versioned SDE GeoDatabase and ArcGIS Desktop.

Standards

- National Map Accuracy Standards (NMAS) for 1" = 100' mapping

Utility Districts

e.g., Water, Sanitary, Electric, etc.

Layer Status

- Sanitary Districts and Sewer Service Area boundaries are mapped in GIS format (100% complete).
- **Online viewing:** Sanitary Districts and Sewer Service Areas (SSAs) can be viewed online with the BrownDog GIS app

Custodian

- Brown County Planning & Land Services Department.

Maintenance

- Updated as needed.

Standards

- National Map Accuracy Standards (NMAS) for 1" = 100' mapping

Public Safety

e.g., Fire/Police Districts, Emergency Service Districts, 911 Call Center Service Areas, Public Safety Answering Points, Healthcare Facilities

Layer Status

- Fire Districts: 100% complete*
- Fire Stations: 100% complete
- Police Districts & beats: 100% complete*
 - *Note: Brown County's new 911 Computer Aided Dispatch vendor (Securus Technologies) requires Fire and Police boundaries be merged into a single layer which we refer to as the "XCAD_Grid". Each polygon within this layer is coded with fire and police agency/beat codes.
 - EMS (Emergency Medical Service) area boundaries are part of the Fire District layer.
- **Online viewing:** Public Safety layers can be viewed online with the [BrownDog GIS app](#)

Custodians

- Brown County Planning & Land Services Department / Land Information Office
- Brown County Public Safety Communications Department

Maintenance

- Updated as needed

Standards

- Map layer: National Map Accuracy Standards (NMAS) for 1" = 100' mapping
- Attribute schema: Securus Technologies XCAD Computer Aided Dispatch software

Lake Districts

Layer Status

- Brown County does not have any Lake Districts

Custodian

- n/a

Maintenance

- n/a

Standards

- n/a

Native American Lands

Layer Status

- 100% complete. Brown County maintains a GIS layer for the Oneida Reservation and we also track land put into Trust. Oneida "Fee Land" (parcels owned by the Oneidas but still taxed) are also tracked.

Custodian

- Brown County Planning & Land Services Department / Property Listing Division

Maintenance

- Parcels in trust are updated at least annually.

Standards

- National Map Accuracy Standards (NMAS) for 1" = 100' mapping

Other Administrative Districts

e.g., County Forest Land, Parks/Open Space, etc.

Layer Status

- **Business & Industrial Parks:** A GIS layer is complete, and this layer contains attributes and drives an [online interactive app](#) that allow a prospective business to discover community contact phone numbers and emails, transportation facilities, and demographic profile detailing important statistics for the areas nearby.
- **Urbanized Area boundaries and MPO Plan Boundaries:** The Metropolitan Planning Organization (MPO) "Urbanized Area" boundaries are tracked through each decade and mapped as a GIS layer.
- **Park boundaries:** A GIS layer depicting parks is 100% complete, and this contains many attributes describing amenities within each park.
- **ZIP code boundaries:** A GIS layer is complete although the Post Office does change these boundaries from time to time and the county's version may not be completely up-to-date.
- **Census boundaries:** Brown County incorporates census tract and block boundaries into our local GIS system. Population data and other data are often drawn from these layers and analyzed with GIS for various projects.

Custodian

- Brown County Planning & Land Services Department

Maintenance

- Updated as needed

Standards

- National Map Accuracy Standards (NMAS) for 1" = 100' mapping

Other Layers

Hydrography Maintained by County or Value-Added

e.g., Hydrography maintained separately from DNR or value-added, such as adjusted to orthos

Layer Status

- 100% complete. Brown County maintains a hydrography map layer based on high-resolution digital orthophotography and the 2010 LiDAR. The hydrography layer includes attributes that closely match those of the USGS and Wisconsin DNR. For example, the county's hydro layer links to the DNR's Surface Water Data Viewer when possible.
- Additionally, the 2010 LiDAR data have been processed using the ArchHydro tools to produce GIS layers depicting more detailed drainage and flow accumulation layers, along with revised basin and watershed boundaries. However, this project is incomplete due to a lack of a complete culvert inventory and outdated LiDAR. It is a goal to update the drainage mapping layer in the next three years.

Custodian

- Brown County Planning & Land Services Department
- Brown County Land & Water Conservation Department

Maintenance

- Updated as needed, primarily after new aerial orthophotography is acquired.

Standards

- Mapping: National Map Accuracy Standards (NMAS) for 1" = 100' mapping
- Attribute schema: USGS and Wisconsin DNR.

Cell Phone Towers

Layer Status

- Brown County no longer maintains cell towers as a GIS layer.

Custodian

- n/a

Maintenance

- n/a

Standards

- n/a

Bridges and Culverts

Layer Status

- Bridges on county and state highways have been inventoried as a GIS layer by Brown County Public Works
- Culverts are approximately 40% mapped. Culvert inventories from various municipalities and those collected by Brown County Land & Water Conservation Department have been merged into a countywide layer. However, most of these are in the eastern half of Brown County as of September 2018. Culverts are a critical component of hydrologic modeling, and it is a goal to complete basic culvert mapping countywide in the next three years.

Custodians

- Brown County Public Works Department
- Municipalities within Brown County
- Brown County Land & Water Conservation Department
- Brown County Planning & Land Services Department

Maintenance

- Will be updated as needed.

Standards

- National Map Accuracy Standards (NMAS) for 1" = 100' mapping

Other

e.g., Pipelines, Railroads, Non-Metallic Mining, Sinkholes, Manure Storage Facilities, etc.

Layer Status

- Railroads and spurs are 100% complete as a GIS map layer
- Port facilities are 100% complete as a GIS map layer.
- Non-metallic mines will have a more complete inventory completed in 2019.
- Agricultural fields are mapped as a GIS layer
- Snowmobile trails are maintained as a GIS layer and are available for viewing online

Custodian

- Brown County Planning & Land Services Department
- Brown County Land & Water Conservation Department
- Brown County Parks Department

Maintenance

- Each layer is updated as needed or as time permits.

Standards

- Standards may vary for each layer, but generally the mapped information is based on parcels and/or high-resolution aerial photography which meet National Map Accuracy Standards (NMAS) for 1" = 100' mapping.

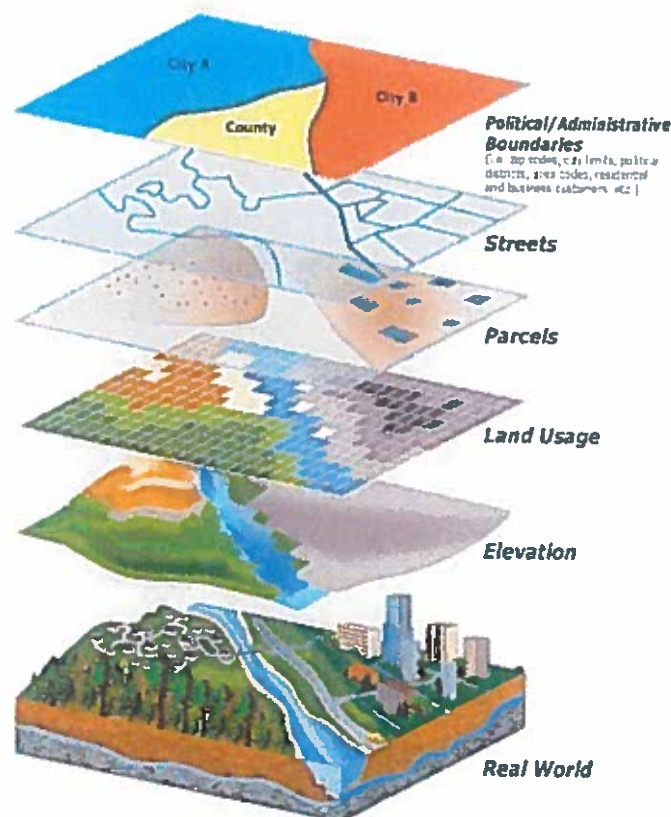


Figure 2. Conceptual diagram of GIS map layers. Image courtesy of Esri

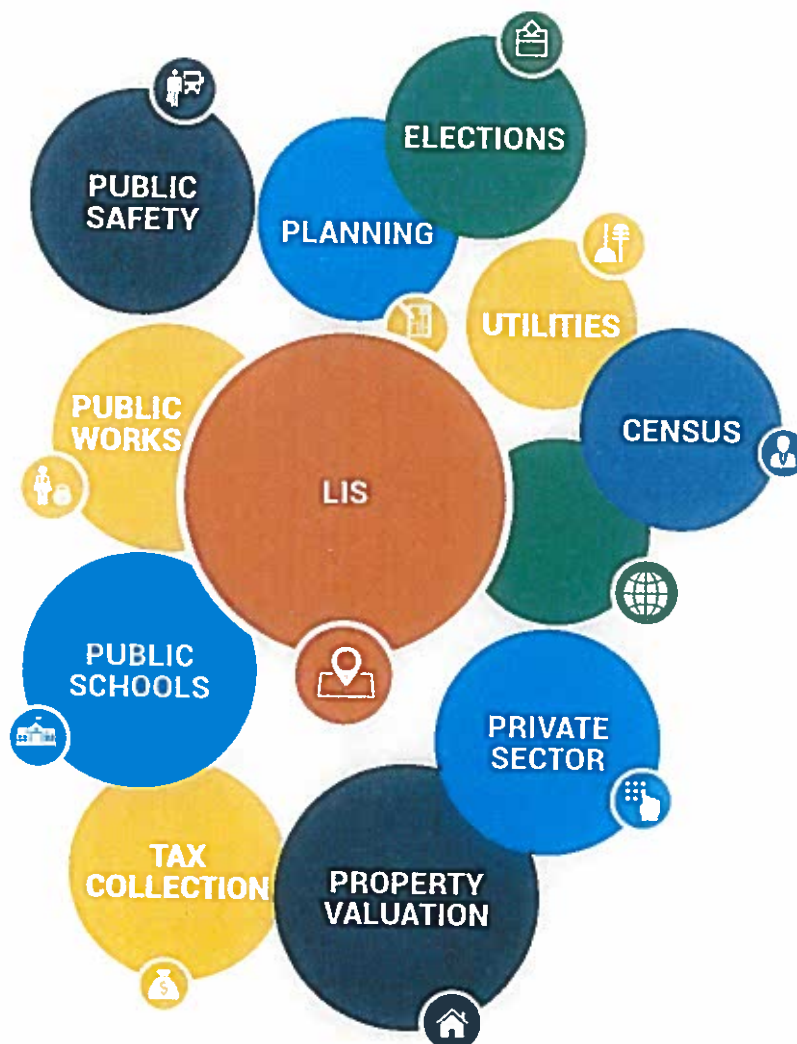
3 LAND INFORMATION SYSTEM

The WLIP seeks to enable land information systems that are both modernized and integrated. Integration entails the coordination of land records to ensure that land information can be shared, distributed, and used within and between government at all levels, the private sector, and citizens.

One integration requirement is listed under s. 16.967(7)(a)(1), Wis. Stats., which states that counties may apply for grants for:

- The design, development, and implementation of a land information system that contains and integrates, at a minimum, property and ownership records with boundary information, including a parcel identifier referenced to the U.S. public land survey; tax and assessment information; soil surveys, if available; wetlands identified by the department of natural resources; a modern geodetic reference system; current zoning restrictions; and restrictive covenants.

This chapter describes the design of the county land information system, with focus on how data related to land features and data describing land rights are integrated and made publicly available.



Land Information System Stakeholders and Funding Mechanisms

Figure 3: A Land Information System concept diagram (courtesy of Geospatial World)

Current Land Information System

Examples of Brown County Land Information System services provided to customers

Land Information Office / GIS	Public Safety & Communications	Provide E-911 Computer Aided Dispatch Support: The LIO maintains addresses, streets, response agency GIS data layers and sends these to 911 monthly ("Geo" refreshes). Also support Advanced Tactical Mapping and Incident "pin" mapping.
	Sheriff	Provide street, address, beat, map coordinates and other data for the Records Management System. GIS data is fed through Public Safety & Communications to help with the "lay of the land" during emergency calls and tactical situations.
	Emergency Management	Provide GIS tools, support, and data layers for emergency operations and analysis hazardous storage sites, critical infrastructure, emergency shelters, evacuation routes, Emergency Operation Center support, vulnerability zones, Grid map books.
	Highway	Provide support for road projects. GIS layers like elevation mapping and aerial photography helps with planning, preliminary road engineering, cut & fill analysis, stormwater management, permit location, and many other aspects of highway maintenance.
	Planning	Provide GIS tools to reduce staff time in research, communicate effectively, perform "what ifs". Planning staff utilizes GIS frequently throughout the day to look up information on properties such as land ownership, land use, environmental data, transportation information.
	Property Listing	The Property Listing office provides the foundational base for the GIS and the LIO works very closely with them. The LIO provides GIS training, tools and database administration for parcel mapping and integrates assessment, land ownership, and tax data with the mapping.
	Zoning	Provide GIS data layers to support statutory program administration. Sanitary, Nonmetallic Mining, Floodplain Ordinance Administration necessitates constant use of GIS to gather information on any particular property. GIS helps save a lot of staff.
	Register of Deeds	Provide GIS training and tools including several GIS terminals in the Register of Deeds office to help staff with tract indexing, property lookup, customer assistance and other ROD functions.
	District Attorney	Provide maps for court displays. The LIO routinely produces large custom maps for the district attorney and other lawyers to help analyze crime scenes and assist juries with visualizing them.
	Land Conservation	Provide GIS tools and maintain data layers. The LIO assists with Agricultural field "Best Management Practices" permits, manure storage and spreading maps, water flow modeling, invasive species mapping, and geologic mapping.
	Clerk	Provided Polling Place - Address lookup site, and also maintains maps for Supervisory Districts and Voting Wards. Provide Reapportionment services and ad hoc requests.
	Treasurer	Provide GIS terminals and tools for Treasurer staff. Facilitate the Property Search web site. Produce the County Plat Book. Link tax records to parcel mapping. Assist with district mapping.
	Health Dept	Provide GIS web site to enable efficient lookup of addresses & businesses in conjunction with inspection zones.
	Facilities & Parks	Create and maintain park maps, trail maps. Assist with park plans and facility inventory.
	Airport	Create & maintain airport zoning GIS layer. Assist with locating and reporting map coordinates and elevations for the FAA.
	Port	Create and maintain port facility maps. Assist with bathymetric (water depth) maps, dredge estimation for the Fox River and Bay of Green Bay shipping channel.
	Administration	The LIO provides ad hoc maps and analysis to support various tasks and projects as requested by the county's Executive, Administration, Information Services, and other administrators.

Continued on the next page LIO services provided to external customers
(business, citizens and other units of government)

Land Information Office / GIS	Citizens	The LIO serves many requests for land information maps and analysis. Most people (about 500 per day) help themselves to land information using the County's internet sites but many special requests for maps and services also come in via phone calls, emails and walk-ins.
	Engineers	The LIO regularly provides engineers with GIS datasets for use in their own CAD and GIS systems to perform preliminary engineering, stormwater management planning, infrastructure planning & design. Elevation data, air photos, and flood hazard areas, wetlands, soils and other datasets are sold frequently.
	Surveyors	The LIO frequently provides Surveyors with data including parcel map datasets, elevation / topography data, floodplain information, ESAs and Transportation.
	Realtors	Realtors regularly use the LIO web site to search property information online, print parcel maps showing lot dimensions and linked to tax assessment, ownership, school district, aerial photos and more.
	Home Builders	The LIO provides online access to property information, which home builders utilize for site design and to market properties.
	Architects	The LIO provides data which architects use to plan and model buildings. Aerial photo maps and property information is frequently used for site considerations and design.
	Banks	Banks rely on the County's Land Information for assessment data, tax information, ownership information, lot dimensions and more. Banks frequently access land information online, while many also purchase our land records databases for advanced analysis.
	Appraisers	Appraisers use the GIS data produced by the LIO to help with property research. They often cross reference real estate information housed in the Register of Deeds with GIS mapping for their analysis.
	GIS providers	Google, Microsoft, TeleAtlas, American Core Logic, WireData and many others link to and/or purchase the County's GIS datasets as a commodity and/or to supplement or verify their own mapping & navigation products.
	Energy Companies	Wind energy and transmission line companies utilize the GIS data, maps and analytical tools for prospecting to find the most suitable sites to locate their infrastructure and transmit power.
	Utilities	In addition to electric and gas utilities, water and sewer utilities utilize the Land Information Office to gather land use and elevation data to help with flow modeling, preliminary engineering, and inventories.
	Municipalities	Cities, Towns and Villages are frequent customers. The LIO shares datasets and in some cases provides live connections into the County's GIS database, which gives municipalities access to our data so they can gain the same efficiencies outlined in earlier pages of this document. Assessors, economic development coordinators, zoning administrators, and others frequently utilize services provided by the LIO.
	State	Wisconsin DOT, DNR, DATCP, and other state agencies are in close contact with the LIO. GIS datasets and land-related services are frequently shared. State universities are also regular customers and collaborators with the LIO.
	Federal	The LIO provides and collaborates with the U.S. Census bureau, EPA, USGS, Homeland Security, FEMA, USDA, Post Office and other federal agencies on a variety of projects including boundaries and districts, addressing, land ownership and more.

How do external customers access and acquire Land Information?

- Over 500 people per day visit the Property Search and Internet Mapping Web Sites to search and view various types of land records and maps
- The LIO also offers an internet download subscription service, where the more technical customers can download GIS datasets for use in their own GIS/CAD systems for advanced design and analysis
- Some external customers such as the larger municipalities directly access the County's GIS database via computer networking facilitated by the Information Services department.
- Visitors to our office can use GIS terminals and many do purchase printed copies or CDs

Technology Architecture and Database Design

This section refers to the hardware, software, and systems that the county uses to develop and operate Computer systems and communication networks for the transmission of land information data.

Hardware

- Multiple servers host land information in Brown County including:
 - Servers hosting the Register of Deeds data
 - Servers hosting the Land Records / Tax system
 - Servers hosting GIS include:
 - A GIS File Server
 - A GIS database server
 - Two GIS application servers (load balanced, active-active) that run ArcGIS Server and drive the web applications
 - Two GIS application servers for Public Safety / 911 (load balanced, active-active) that run the ArcGIS Server and support the Public Safety Communications GIS

Software

- Fidar software (Register of Deeds)
- GCS Software (Land Information / Tax Assessment)
- Esri ArcGIS Server (ArcSDE SQL database and web REST services)
- Esri ArcGIS Online
- Esri ArcGIS Desktop
- AutoDesk / AutoCAD Map

Website Development/Hosting

- Brown County hosts and publishes most of our web services, although some of the non-critical GIS layers are hosted by Esri in the cloud (ArcGIS Online hosted services).
- ArcGIS Online and the Web Appbuilder are used for web app publishing
- An older web map called GeoPrime is still functional as of September 2018. This was a 3rd party app purchased from GeoDecisions. This site will be retired in 2019 in lieu of new web apps being published with ArcGIS Online.

Metadata and Data Dictionary Practices

Metadata Creation

- **Metadata creation and maintenance process:** Brown County uses ArcCatalog to develop and create geospatial metadata. Most of this metadata is available online through web services, and it is "embedded" in the enterprise GeoDatabase so that it is easily available.

Metadata Software

- **Metadata software:** Esri ArcGIS Desktop / ArcCatalog
 - The software does generate metadata consistent with the FGDC Content Standard for Digital Geospatial Metadata, and ISO geographic metadata standard 19115.
- **Metadata fields manually populated:** ArcCatalog handles most of this, but Brown County will populate metadata fields in the 200 or so GIS layers we maintain as needed.

Metadata Policy

- **Metadata Policy:** No formal metadata policy, although this should be a goal in the future.

Municipal Data Integration Process

- Municipal assessors upload and download county data on an annual basis. Brown County Technology Services has programmed tools to import and export assessment data from the County's Land Records / Tax Collection system to the various assessment software packages (MarketDrive, etc).
- Municipalities assign addresses and provide address data to Property Listing staff to ensure that the data is entered in our Land Records / Tax Assessment system and the GIS map.
- The larger municipalities (Green Bay, DePere, Ashwaubenon, and Howard) have direct network access to the County's GIS server and enterprise geodatabase via a fiber connection.
- Other communities including Hobart, Bellevue and Denmark are connecting to the web services published from ArcGIS Server to download or synchronize GIS data. For example, the Village of Hobart has a script that downloads a current copy of Brown County's parcel layer, joins it with Hobart's version of the layer with zoning attributes, then updates the village's ArcGIS Online service using the new data. This keeps the parcel layer on the village's ArcGIS Online map up to date with current county parcels.

Public Access and Website Information

Public Access and Website Information (URLs)

Public Access and Website Information

GIS Webmapping Application(s)

Link - URL

<https://browncounty.maps.arcgis.com/apps/webappviewer/index.html?id=61fba3fd419045e48aa6ba759838387c>

GIS Download Link - URL

https://www.co.brown.wi.us/departments/page_a7c50fe306ac7deparment=85713eda4cdc&subdepartment=89ce08984445

Real Property Lister Link - URL

https://www.co.brown.wi.us/departments/page_23605e6ac19b7deparment=85713eda4cdc&subdepartment=89ce08984445

Register of Deeds Link - URL

https://www.co.brown.wi.us/departments/page_2720f242cca87deparment=e7fb85d94ba9&subdepartment=773844d034b1

Single Landing Page/Portal for All Land Records Data

URL

www.gis.co.brown.wi.us

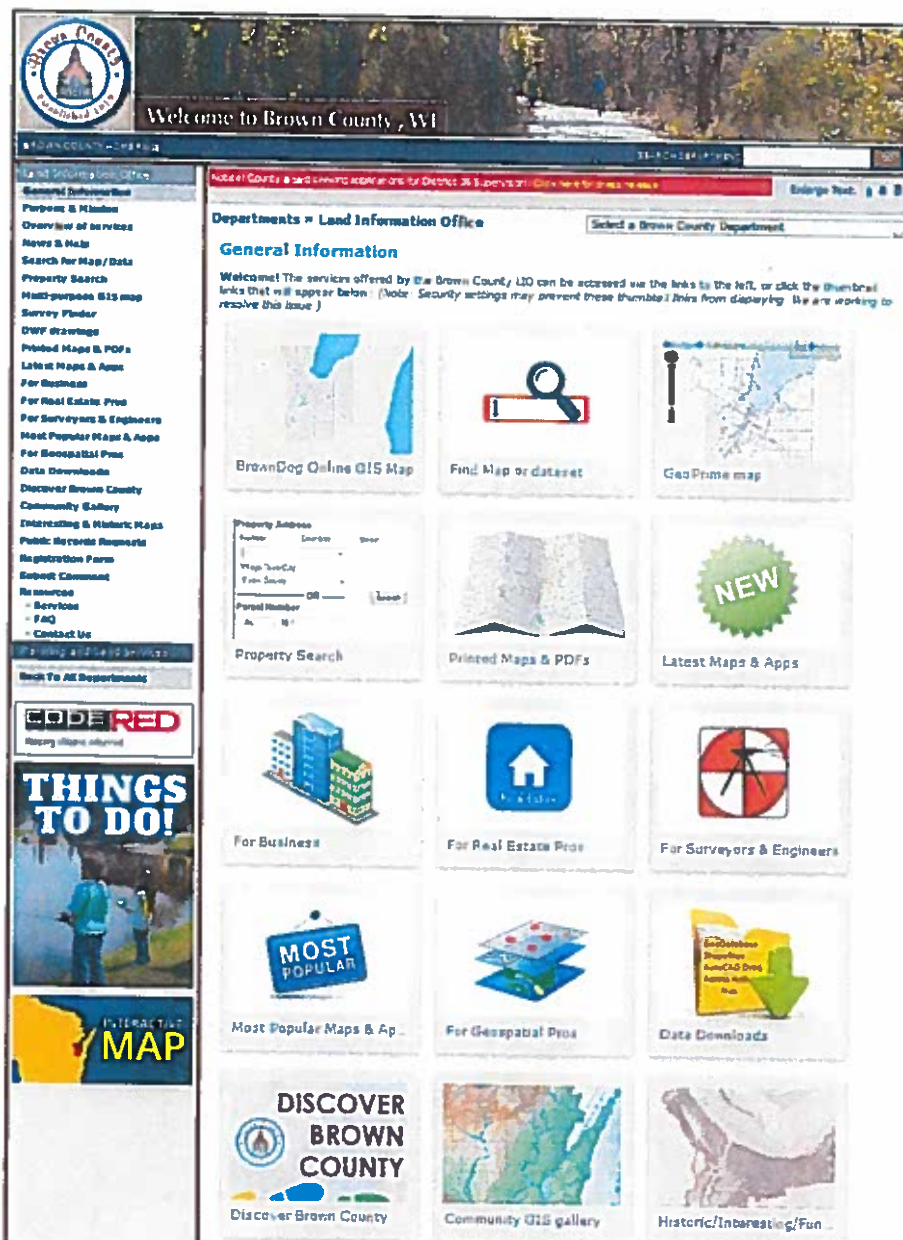
Municipal Website Information

Municipal Website

All Brown County municipal web sites are indexed here

Municipal Website URL

https://www.co.brown.wi.us/departments/page_740c829eff2a7deparment=85713eda4cdc&subdepartment=89ce08984445



The Brown County LIO web page is designed to be a "single landing page" for all Land Information.

More will be done to enhance this portal in the next three years.

Data Sharing

Data Availability to Public

Data Sharing Policy

- No formal policy exists in document form, although the Land Information Council has provided guidance over the years, particularly with regard to land owner names and privacy. Brown County shares nearly all of its data with the public online or as requested.

Open Records Compliance

- Brown County makes every effort to comply with Wisconsin's Open Records Law. Almost all land information is available to the public via the Internet.

Data Sharing Restrictions and Government-to-Government Data Sharing

Data Sharing Restrictions

- Brown County's Land Records Search and GIS mapping sites are free and can be used without restriction, except that searches do not include "Search by Owner Name". Owner name searches were restricted on free sites after a discussion by the Land Information Office Committee in response to correctional officers who expressed concern about this when our mapping site first went online in the early 2000s.
- Data Downloads include parcel information (with owner names) inside Microsoft Access and Excel files as well as GIS files. These files can be downloaded free, but as noted above, people must register with a valid email address prior to download.

Government-to-Government Data Sharing

- Brown County routinely shares data with local, state, federal, and tribal governments as well as utilities.

Training and Education

- Brown County utilizes Land Information Program Training & Education Grants, along with other funds when budgeting allows, to send staff to conferences and other training opportunities. Internal User Group meetings have also been held. Often, 1-on-1 training is most effective when working with software tools for specific tasks.
- We also put on training seminars as time permits (illustrated below).



Photos from the Brown County "Land Information Day" held at the Neville Public Museum auditorium in November 2015. About 60 people attended and received training on the use of the county's online GIS mapping and the software provided by the Register of Deeds office.



4 CURRENT & FUTURE PROJECTS

This chapter lists the current and future land information projects the county is currently undertaking or intends to pursue over its planning horizon. A project is defined as a temporary effort that is carefully planned to achieve a particular aim. Projects can be thought of as the *means* to achieving the county's mission for its land information system.

This chapter lists the current and future land information projects Brown County is currently undertaking or intends to pursue over the 3-year planning horizon of this document.

For each project, the following are identified:

- Project Description/Goal
- Business Drivers
- Objectives/Measure of Success
- Project Timeframes
- Responsible Parties
- Estimated Budget Information



The WLIP allows this plan to be amended in the future should other significant projects arise.

Project #1: PLSS corner remonumentation

Project Description/Goal

- Brown County will continue to maintain or remonument PLSS corners as needed. Tie sheets will continue to be updated and posted online to the Brown County Survey & Tie Sheet Viewer GIS app. PLSS coordinates will continue to be integrated into the county's parcel mapping. This project fits within the Wisconsin Land Information Program "Benchmark 4" activities.

Planned Approach

- The County Surveyor and Survey Crew Chief are actively resetting corner monuments.

Current Status

- **Tally of the total number of corners:** 3036 PLSS corners exist in Brown County.
- **Re monumentation status:** 2355 (78%) have been remonumented.
- **Coordinate status (accuracy class):** All remonumented corners have Survey Grade coordinates

Goals

- **Number of corners to be remonumented and/or rediscovered:** 681
- **Number to have new coordinates established:**
- **Accuracy class for these new coordinates:** Survey Grade
- **Way in which these points will be integrated into the parcel fabric:** All survey corner coordinates are used for digital parcel mapping control.

Missing Corner Notes

- **Documentation for any missing corner data:** This information is available upon request to the Brown County Surveyor.

County Boundary Collaboration

- The Brown County Surveyor communicates with adjacent county surveyors as corner maintenance efforts take place along county boundaries.

Business Drivers

- This framework data has always been a basic function of local government as it is the basis for property ownership and other boundary determinations.

- All foundational elements will benefit from a more accurate and complete PLSS framework.
- The Project Plan for PLSS is a requirement for those counties who utilize Strategic Initiative funds for work related to PLSS completion and integration.

Objectives/Measure of Success

- The objectives of this project are as follows:
 - To reach satisfactory completion of the PLSS network.
 - To have Survey Grade (2cm or better) coordinates on all corners
 - To post all corner information (including tie sheets) to Brown County's Survey Index & Tie Sheet Viewer GIS app for use by private surveyors and land owners.
 - To increase the accuracy of boundary surveys done by all surveyors working in Brown County.



Project Timeframes

- Corner remonumentation is an ongoing project as road construction and other projects necessitate monument maintenance. Between January 2017 and September 2018, over 270 corners were maintained and new tie sheets were produced.

Responsible Parties

- County Surveyor (Brown County Planning & Land Services Department)
- Survey Crew Chief (Brown County Planning & Land Services Department)

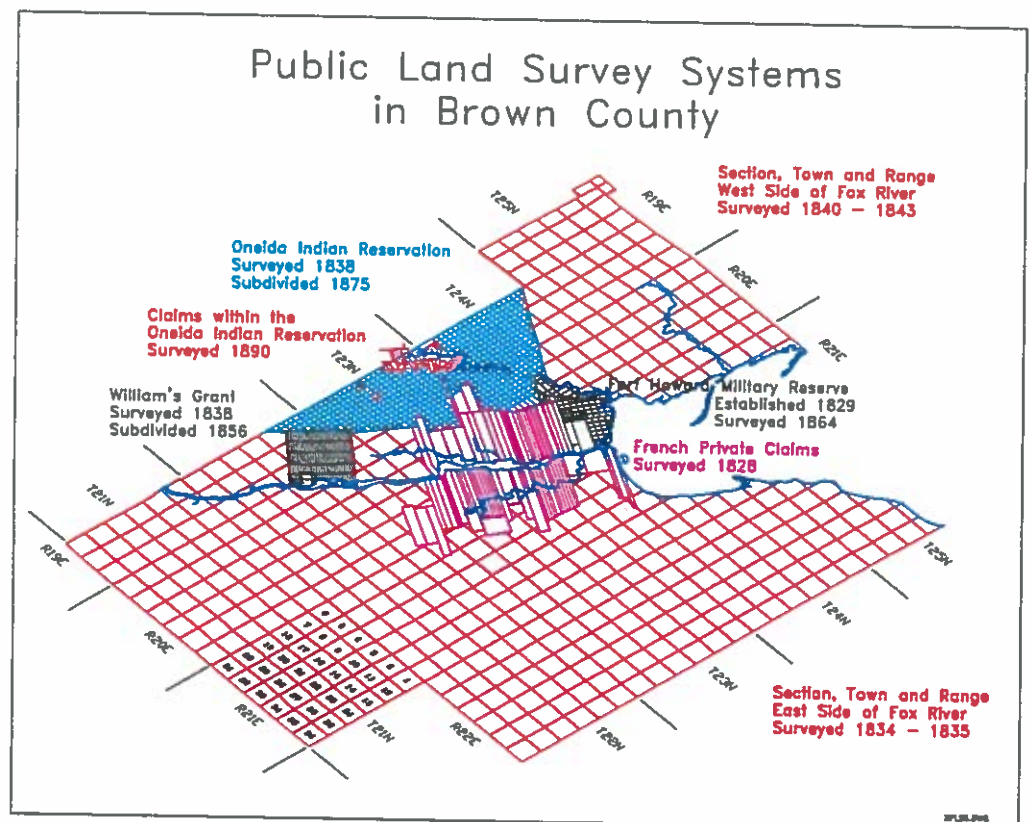
Estimated Budget Information

- See table at the end of this chapter.

There are six different Public Land Survey Systems in use within Brown County:

- 1) French Private Claims
- 2) Fort Howard Military Reserve
- 3) Williams Grant
- 4) Claims within the Oneida Reservation
- 5) Oneida Reservation
- 6) Section, Town and Range rectangular system.

These systems stem from the area's long and unique history as one of the oldest settlements in Wisconsin.



Project #2: Scan documents and index them using GIS

Project Description/Goal

- Brown County will expand the use of document imaging and GIS to "geocode" documents to geography and make them available to the public via the Internet. Currently Brown County geocodes surveys, POWTS permits, and Shoreland permits. These activities will continue in the next three years. We also plan to expand this project to include additional document types including soils tests and ESA (Environmentally Sensitive Area) amendments.
- **Land Info Spending Category:** PLSS (also affects Parcel Mapping, and other Foundational Elements)

Business Drivers

- Citizens can search and help themselves to land information online
- Land owners and service providers can access permit information online or while on site
- Surveyors and others can access surveys and tie sheets in the field

Objectives/Measure of Success

- All soil test documents are scanned and geocoded to the GIS map
- All ESA (Environmentally Sensitive Area) Amendments are indexed geographically to the GIS map and published online
- All surveys and PLSS corner tie sheets continue to be indexed to the GIS map and published online.
- All POWTS (Private Onsite Waste Treatment System) documents are scanned, georeferenced to the GIS map, and published to the GIS map online

Project Timeframes

- Indexing surveys, POWTS and Shoreland Permits is an ongoing activity, but there are still many thousands of records that need to be scanned and indexed. This could take years unless additional resources (such as contracted services) are employed.
- Beginning in 2019, ESA Amendments and soils surveys will be added to the document types that will be scanned and indexed using GIS.

Responsible Parties

- Planning staff (Brown County Planning & Land Services Department)
- Zoning staff (Brown County Planning & Land Services Department)

Estimated Budget Information

- See table at the end of this chapter.

Project #3: Produce Aerial Orthophotography in 2020

Project Description/Goal

- It is a goal to fly Brown County every 3 years to update aerial orthophotography for use as a current base map and to help track land use changes across the county. The last flight took place in 2017 and, pending sufficient funding, our next flight will be in 2020. Brown County teams up with other organizations whenever possible (local municipalities, adjacent counties, utilities, and state and federal agencies) to lower or share costs for aerial photography.
- The aerial orthophoto will have a 6-inch ground resolution countywide, will capture data in 4 bands (3 natural color + near infrared), and will meet or exceed ASPRS Class 1 standards for 1" = 100' scale mapping.
- **Land Info Spending Category:** Orthoimagery.

Business Drivers

- Aerial orthophotography is one of the most frequently used GIS map layers and it is important to keep them as current as possible. Aerial photos are a frequent base map for many projects in agriculture, transportation, construction, real estate, engineering and planning. Older photos continue to be frequently used as overlays to track land use changes through time.

Objectives/Measure of Success

- The objective is to contract for new color, 6-inch resolution aerial photos to be flown in Spring 2020 and available for use in GIS by Fall 2020.

Project Timeframes

- By spring and summer 2019, secure project funds from municipal and utility partnerships
- By July 2019, include this project in the 2020 budget plan
- By fall 2019, have an RFB or RFP prepared with project specifications
- By early 2020, use the bid or RFP process to select a vendor
- By April 2020 flights will be conducted by the vendor
- By fall 2020, the digital orthophotography will be received by Brown County and evaluated for quality and spatial accuracy
- By December 2020 the project will be completed and imagery will be made available to all users

Responsible Parties

- GIS/LIO Coordinator (Brown County Planning & Land Services Department)
- County Surveyor (Brown County Planning & Land Services Department)
- Survey Crew Chief (Brown County Planning & Land Services Department)
- Other partnering departments and organizations such as other county departments, municipalities, and utilities.

Estimated Budget Information

- See table at the end of this chapter.

Project #4: Produce LiDAR in 2020 and derivatives including 1-foot contours

Project Title: Contract for LiDAR topographic mapping

Project Description/Goal

- The goal of this project is to produce a current and more accurate topographic / digital elevation model which will support projects such as the "Nine Key Elements" watershed plans, storm water management, construction planning (cut/fill estimation), and other projects involving elevation data.
 - The project will include the production of a new Digital Elevation Model and 1-foot contours
- **Land Info Spending Category:** LiDAR and Elevation Data. Note: The WLIP Strategic Initiative Grant may be utilized for this in addition to any other available grants such as the USGS 3DEP, Water Management Grant programs, Coastal Management programs, Great Lakes Restoration Initiative, or EPA nonpoint source funding.

Business Drivers

- Regional storm water analysis and design
- Watershed management support including non-point source pollution control
- Construction planning: Preliminary design and earthwork estimates for road/transportation planning

Objectives/Measure of Success

- The objective is to obtain grants or other funds necessary to contract for LiDAR topographic mapping in 2020 or 2021 and to hire a contractor to perform the aerial survey.

Project Timeframes

- Project planning and grant application(s) will have to begin by early 2019 if we hope to secure funds by spring 2020. If funding is available, the LiDAR data collection would ideally take place around the same time frame as the planned aerial photography (around April 2020), although if more time is needed

Responsible Parties

- GIS/LIO Coordinator (Brown County Planning & Land Services Department)
- County Surveyor (Brown County Planning & Land Services Department)
- Partnering agencies such as funding partners from other levels of government.

Estimated Budget Information

- See table at the end of this chapter.

Project #5: Refill the GIS Specialist position

Project Description/Goal

- The GIS Specialist (formerly titled GIS Technician) position has been vacant since 2014. The goal is to refill this position in 2019. This position is needed because Brown County currently has only one person (the GIS/LIO Coordinator) in the Land Information Office division.
- **Land Info Spending Category:** Administration.

Business Drivers

- Many critical county operations rely on GIS, and the use of the system continues to grow. Brown County currently employs only one full-time GIS professional (the GIS/LIO Coordinator). Other staff assist with GIS editing and mapping, but GIS is not their primary profession or responsibility.

Objectives/Measure of Success

- The GIS Specialist position will be refilled and will assist the GIS/LIO Coordinator with implementing this plan. The GIS Specialist position will serve as backup support for the GIS/LIO Coordinator on high-level GIS issues.

Project Timeframes

- The position should be refilled in 2019 and funded every year beyond.

Responsible Parties

- The Planning & Land Services Director and LIO/GIS Coordinator with support from the County Executive, County Administration, and County Board.

Estimated Budget Information

- See table at the end of this chapter.

Project #6: Maintain and Enhance all Foundational Element GIS layers

Project Description/Goal

- The datasets listed in Section 2 of this plan (the "Foundational Elements") require constant attention and maintenance. In Brown County, this amounts to millions of land records that change through time and need regular upkeep. Maintenance of our existing system is a very important, time-consuming project.
- Brown County will enhance the existing system whenever possible. We are constantly checking data, making it more accurate, or otherwise improving it. As new aerial photos or LiDAR come available (as we anticipate will be the case in 2020), this also affords new opportunities to check over our existing datasets to make updates or improve accuracy.
- New systems coming online also push enhancements. For example, in 2018 the county's new NG911 Computer Aided Dispatch system was much more reliant on GIS than the previous one, and this required a major overhaul of the GIS system.
- **Land Info Spending Category:** Addressing, Street Centerlines, and all other Foundational Elements.

Business Drivers

- All users of our system benefit from better data, but some of the more notable business drivers for this project include our 911 Computer Aided Dispatch system which is reliant on accurate, up-to-date GIS data.

Objectives/Measure of Success

- An objective is to ensure that all addresses, parcels, streets, and other 'foundational element' records are kept current, accurate, and accessible to the systems or people who need them. The measure of success would be whether or not critical functions of the county such as planning or 911

Project Timeframes

- This has been an ongoing project for many years, and we must continue to emphasize this project's importance so that records don't fall too far out of date.

Responsible Parties

- GIS/LIO Coordinator (Planning & Land Services Department)
- Property Listing Staff (Planning and Land Services Department)
- Planning staff (Planning & Land Services Department)
- Public Safety Communications Department staff
- Land & Water Conservation Department staff
- Municipal staff (for example, address numbers are assigned by municipalities in many areas of the county)

Estimated Budget Information

- See table at the end of this chapter.

Project #7: Evaluate software tools like Pintegrity and the Parcel Fabric

Project Description/Goal

- This project will involve Brown County staff evaluating new land records tools such as Laredo's "Pintegrity" and Esri's "Parcel Fabric" for their potential in streamlining work flows and making accurate, up-to-date information more easily available to all users of the data including the public. If we determine these tools to be useful, they would be purchased pending sufficient funding.
- Brown County will also start transitioning from the older GIS Desktop software (ArcMap) to Esri's newer Desktop software product called ArcGIS Pro. ArcMap and ArcGIS Pro are the software products that internal staff use to edit and analyze map data, as well as to publish maps.
- **Land Info Spending Category:** Software.

Business Drivers

- Maintaining and improving efficiency in our day-to-day work flows.

Objectives/Measure of Success

- If these tools increase the efficiency of our operations in a cost-effective manner, we will consider this project successful.

Project Timeframes

- The evaluation of the Pintegrity software will begin in late 2018 or early 2019.
- We will look into the Parcel Fabric when time permits, probably 2019 or 2020.

Responsible Parties

- Brown County Register of Deeds
- Brown County Land Information Office
- Brown County Property Listing

Estimated Budget Information

- See table at the end of this chapter.

Project #8: Rebuild and reorganize the Land Information Office Web Site

Project Description/Goal

- Update the Land Information Web site using the new county template that will be available starting in 2019.
- **Land Info Spending Category:** Public Access.

Business Drivers

- The public expects a more modern, easy-to-use look and feel for these web sites. The new template allows us to create a site with a "cleaner" look, and it scales to various screen sizes automatically.

Objectives/Measure of Success

- The new web site should be in place by 2019.

Project Timeframes

- Early 2019: County Technical Services will provide us with the new template and tools to edit it

- Mid 2019: The LIO will rebuild the Land Information web page, embed any necessary Esri GIS portal tools.
- Late 2019: The new LIO web site will be published to the web.

Responsible Parties

- GIS/LIO Coordinator (Planning & Land Services Department)

Estimated Budget Information

- See table at the end of this chapter.

Project #9: Maintain and improve GIS applications such as the BrownDog

Project Description/Goal

- Update web applications such as the BrownDog online GIS map, and further implement web data access tools such as the Portal.
- **Land Info Spending Category:** Public Access.

Business Drivers

- The expectation of public and other users is to continue growing the GIS system on the World Wide Web. As the Internet continues to rapidly evolve, the LIO plans to keep pace by updating the online "BrownDog" online GIS map, the Portal, and other web mapping applications. By far the most usage our GIS system gets comes from the web interfaces, which are used by external customers as well as internal staff.

Objectives/Measure of Success

- The measure of success is whether the internet sites can be maintained with current technology and data, and whether these help all customers find and use the land information they are seeking.

Project Timeframes

- This is an ongoing project.

Responsible Parties

- GIS/LIO Coordinator (Planning & Land Services Department)
- Brown County Technology Services (TS) Department
- Other departments who publish land information / GIS on the web (Planning, Parks, Land & Water Conservation, and others).

Estimated Budget Information

- See table at the end of this chapter.

Project #10: Educate and train staff

Project Description/Goal

- Brown County will emphasize staff training & education over the next three years. Most of this will come through one-on-one, informal training sessions although we will look for opportunities for more formal training classes as well. We will also meet as user groups and attend conferences. Also, users of the online system will be kept informed through the Brown County GIS/LIO blog
- **Land Info Spending Category:** Training & Education

Business Drivers

- Staff needs to stay informed and skilled with the ever-changing technology we utilize.

Objectives/Measure of Success

- New and existing staff members will be trained with tax roll preparation and have the AutoCAD and ArcGIS skills to maintain parcels and other map layers.
- All users will be provided training and sent to conferences as budgets allow.
- The Brown County GIS/LIO blog will be maintained with new posts.

Project Timeframes

- Training & education is an ongoing effort.

Responsible Parties

- All Brown County staff.

Project #11: Enhance GIS data to support surface water drainage & hydrologic modeling

Project Description/Goal

- The goal is to create or enhance GIS data layers that are used to support hydrologic modeling and storm water management. This includes the LiDAR Digital Elevation Model along with other GIS data layers such as streams and culverts. Along with the ArcHydro tools, these inputs can be used to create detailed drainage models which include flow direction, flow accumulation, catchment, watershed, and other hydrologic features.
- **Land Info Spending Category:** Hydrography.

Business Drivers

- "9-Key Element Watershed Planning" Efforts
- Regional storm water analysis and design
- Other ongoing efforts involving stormwater management, nutrient management, pollution abatement, and erosion control.

Objectives/Measure of Success

- The county will build better hydrologic modeling capabilities using GIS data.
- The county's hydrology layers will include stream flow (vector) information..
- Culvert inventories produced by municipalities and other organizations will be compiled into a countywide dataset to support hydro modeling across all watersheds in Brown County.
- The LiDAR-based Digital Elevation Model (DEM) will be "hydrologically-conditioned" using the hydrology and culvert layers to support more accurate water flow modeling.
- Accurate, detailed "flow direction" and "flow accumulation" GIS layers will be produced using the ArcHydro tools and the datasets listed above.
- Catchment, basin, and watershed boundaries will be more accurately delineated.
- New surface water GIS data and layers will be made available to resource managers via the Land Information Office web site.

Project Timeframes

- Hydrography and culvert information will be compiled in 2019-2020. It is possible that road culverts within the Lower Fox River Watershed will be mapped in support of the "9-Key Element Watershed Planning Efforts" during this time frame.
- Much of the work will occur after the LiDAR flight (Project #4) planned in 2020.

Responsible Parties

- GIS/LIO Coordinator (Planning & Land Services)
- Staff from the Brown County Land & Water Conservation Department

Estimated Budget Information

- See table at the end of this chapter.

Estimated Budget Information (All Projects)

Estimated Budget Information

Project Title	Item	Unit Cost/Cost	Land Info Plan Citations Page # or section ref.	Project Total
1) PLSS corner remonumentation	Brown County Surveyor and Survey Crew Chief	To Be Determined	Page 33-34	To Be Determined
2) Scan documents and index them using GIS	Planning & Land Services staff	To Be Determined		To Be Determined
3) Aerial orthophotography	GIS/LIO Coordinator	5% of \$80,000 =	Page 35-36	4000
	Contracted service	48,000		52,000
4) LIDAR	GIS/LIO Coordinator		Page 36	
	Contracted service			
5) Hire GIS Specialist	GIS/LIO Coordinator		Page 37	To be Determined
	GIS Specialist			
	Student Intern			
	Land & Water Cons.			
6) Maintain Foundational Elements	GIS/LIO Coordinator		Page 37-38	To Be Determined
	GIS Specialist			
	Planning Staff			
	Others			
7) Implement new software	Pintegrity		Page 38	To Be Determined
	Parcel Fabric			
	Portal			
8) Rebuild LIO web site	GIS/LIO Coordinator		Page 38-39	To Be Determined
9) Enhance GIS apps	GIS/LIO Coordinator			
	GIS Specialist			
10) Training & Education	All staff			\$2000 annually
11) Hydrologic Modeling	GIS staff			To Be Determined
	Student intern(s)			
GRAND TOTAL				To Be Determined

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